

SUPREME COURT OF QUEENSLAND

REGISTRY: Brisbane
NUMBER: 3383 of 2013

Applicants: **RAYMOND EDWARD BRUCE AND VICKI PATRICIA BRUCE**

AND

First Respondent: **LM INVESTMENT MANAGEMENT LIMITED
(IN LIQUIDATION) ACN 077 208 461 IN ITS
CAPACITY AS RESPONSIBLE ENTITY OF THE LM
FIRST MORTGAGE INCOME FUND**

AND

Second Respondent: **THE MEMBERS OF THE LM FIRST MORTGAGE
INCOME FUND ARSN 089 343 288**

AND

Third Respondent: **ROGER SHOTTON**


AND

Intervener: **AUSTRALIAN SECURITIES & INVESTMENTS
COMMISSION**

CERTIFICATE OF EXHIBIT

Exhibit "DW-120" to the Affidavit of **DAVID WHYTE** sworn this 21st day of
November 2019


Deponent


Solicitor/~~A Justice of the Peace~~

CERTIFICATE OF EXHIBIT:
Form 47, R.435

Filed on behalf of the Applicant

TUCKER & COWEN
Solicitors
Level 15
15 Adelaide Street
Brisbane, Qld, 4000
Tele: (07) 300 300 00
Fax: (07) 300 300 33BNEDOCs

SUPREME COURT OF QUEENSLAND

REGISTRY: Brisbane
NUMBER: 3383 of 2013

Applicants: **RAYMOND EDWARD BRUCE AND VICKI PATRICIA BRUCE**

AND

First Respondent: **LM INVESTMENT MANAGEMENT LIMITED
(IN LIQUIDATION) ACN 077 208 461 IN ITS
CAPACITY AS RESPONSIBLE ENTITY OF THE LM
FIRST MORTGAGE INCOME FUND**

AND

Second Respondent: **THE MEMBERS OF THE LM FIRST MORTGAGE
INCOME FUND ARSN 089 343 288**

AND

Third Respondent: **ROGER SHOTTON**

AND

Intervener: **AUSTRALIAN SECURITIES & INVESTMENTS
COMMISSION**

INDEX OF EXHIBITS

No.	DW-120	Date	Page No.
1.	Hourly charge out rate schedules of the BDO practice groups across that applied during the Relevant Period	Various	1 – 3
2.	Breakdown of time charged by BDO employees pursuant to both of the appointments as Receiver, including disbursements charged against my appointment	Various	4 – 5
3.	Schedule of Work performed by staff of BDO during the relevant period	Various	6 – 168
4.	ASIC Instrument 18-0166	15.03.2018	169 – 170
5.	Twenty-Sixth Report to Members	1.7.2019	171 – 186
6.	Twenty-Seventh Report to Members	30.9.2019	187 – 206

No.	DW-120	Date	Page No.
7.	Financial statements of the FMIF for the financial year ending 30 June 2019	26.9.2019	207 – 231

"DW-120"



BUSINESS RESTRUCTURING RATES

Staff Category	Effective 1 July 2018	Effective 1 July 2019
	(\$)	(\$)
1 Partner	595	615
2 Associate Director	510	525
3 Senior Manager	485	500
4 Manager	445	460
5 Assistant Manager	400	410
6 Senior Accountant I	360	370
7 Senior Accountant II	320	330
8 Accountant I	265	275
9 Accountant II	220	225
10 Financial Assistant	220	225
11 Undergraduate	180	185
12 Practice Assistant	175	180
13 Administration Assistant	100	105

*All amounts are exclusive of GST

CORPORATE FINANCE CHARGE RATES

	Staff Category	Effective 1 July 2018 (\$)	Effective 1 July 2019 (\$)
1	Partner	570	580
2	Executive Director	505	515
3	Associate Director	505	515
4	Senior Manager	440	450
5	Manager	385	395
6	Assistant Manager	345	395
7	Senior Analyst - Experienced	305	305
8	Senior Analyst	275	305
9	Analyst	235	235
10	Graduate Analyst	215	235
11	Practice Assistant	150	155
12	Undergraduate	185	195

*All amounts are exclusive of GST

AUDIT CHARGE RATES

	Staff Category	Effective 1 January 2019 (\$)
1	Partner - Clark Jarrold	595
2	Partner	525
3	Associate Director	450
4	Senior Manager	420
5	Manager	370
6	Assistant Manager	330
7	Senior Auditor - Experienced	290
8	Senior Auditor	260
9	Auditor	205
10	Graduate Auditor	170
11	Practice Assistant	135
12	Assistant Auditor	135
13	Junior Team Assistant	130

*All amounts are exclusive of GST

REMUNERATION REPORT - Summary of professional fees by category of work for the period 1 May 2019 to 31 October 2019
 LM First Mortgage Income Fund (Receiver Appointed)

Employee	Position	Rate	Totals		Assets		Creditors		Trade Aris		Dividends		Administration	
			hrs	\$	hrs	\$	hrs	\$	hrs	\$	hrs	\$	hrs	\$
David Whyte	Partner	615	153.3	94,279.50	100.5	61,807.50	8.4	5,166.00	37.4	23,001.00	9.3	4,882.50	7.0	4,305.00
Clark Jarrod	Partner	615	68.0	41,820.00	68.0	41,820.00								
David Whyte	Partner	595	68.6	40,817.00	37.4	22,253.00	2.7	1,606.50	2.4	1,428.00			26.1	15,529.50
Clark Jarrod	Partner	595	5.9	3,510.50	5.9	3,510.50								
Gerry Collins	Partner	595	15.3	9,103.50	1.1	654.50							14.2	8,449.00
Mark Whitaker	Partner	580	1.6	928.00	1.6	928.00								
Peter Hamay	Principal Consultant	570	1.0	570.00	1.0	570.00								
Craig Jenkins	Partner	525	13.6	7,140.00	13.6	7,140.00								
Charles Haines	Associate Director	525	28.7	15,067.50	0.2	105.00	17.0	8,925.00					11.5	6,037.50
Alastair Raphael	Associate Director	525	9.3	4,882.50										
Charles Haines	Associate Director	510	2.0	1,020.00			2.0	1,020.00						
Arthur Taylor	Senior Manager	500	93.6	46,800.00	86.1	43,050.00			7.5	3,750.00				
Arthur Taylor	Senior Manager	485	35.9	17,411.50	12.5	6,062.50			23.4	11,349.00				
Alastair Raphael	Associate Director	485	14.4	6,984.00	13.4	6,499.00	0.7	339.50					0.3	145.50
Jayden Coulson	Manager	460	15.7	7,222.00			14.1	6,486.00	1.4	644.00			0.2	92.00
Chris Demeyere	Manager	460	0.3	138.00										
Julie Pagou	Associate Director	450	60.1	27,045.00	60.1	27,045.00								
Jayden Coulson	Manager	445	46.4	20,648.00			46.1	20,514.50					0.3	133.50
Ryan Whyte	Accountant	275	350.5	96,387.50	71.2	19,580.00	115.2	31,680.00	8.1	2,227.50			101.6	27,940.00
George Lethbridge	Accountant	275	19.0	5,225.00			16.4	4,510.00	0.1	27.50			0.2	55.00
Jordan Dewey	Graduate Accountant	225	345.9	77,827.50	56.5	12,712.50	282.5	63,562.50					6.9	1,552.50
Sarah Cunningham	Graduate Accountant	225	18.8	4,230.00			3.6	792.00					7.6	1,710.00
George Lethbridge	Graduate Accountant	220	4.0	880.00	0.3	66.00	75.5	16,610.00					9.4	2,068.00
Ryan Whyte	Graduate Accountant	220	103.0	22,660.00	1.1	242.00							0.1	22.00
Sarah Cunningham	Accounting Assistant	220	5.0	1,100.00									17.0	3,740.00
Liam Landrigan	Undergraduate	185	44.7	8,269.50			44.7	8,269.50					5.0	1,100.00
Jordan Dewey	Undergraduate	180	106.7	19,206.00			106.7	19,206.00						
Liam Landrigan	Undergraduate	180	27.3	4,914.00			27.3	4,914.00						
Morfa Hattingh	Practice Assistant	105	43.8	4,599.00	3.5	367.50							40.3	4,231.50
Morfa Hattingh	Practice Assistant	100	23.4	2,340.00									23.4	2,340.00
TOTALS			1,725.8	993,025.50	534.0	254,413.00	762.9	193,601.50	80.3	42,427.00	135.6	38,491.50	213.0	64,092.50
TOTAL INC GST				59,302.55										
TOTAL INC GST				652,328.05										
AVERAGE HOURLY RATE				344		475		254		528		284		304

Note: All amounts exclude GST unless otherwise noted

Disbursements for the period 1 May 2019 to 31 October 2019
LM First Mortgage Income Fund (Receiver Appointed)

Expense Type	Amount (\$ ex GST)
Postage	18,872.02
TOTAL	18,872.02
GST	1,887.20
TOTAL INC GST	20,759.22

Description	Name	Position	Milestone	W/P Date	Hours	Value	Narration
BR	David Whyte	Partner	Assets	1/05/2019	0.7	\$ 416.50	reviewed draft of second affidavit in support of application for judicial advice in relation to settlement of proceedings against the feeder funds
BR	David Whyte	Partner	Assets	1/05/2019	3.7	\$ 2,201.50	meeting with our solicitors and including conferences with counsel/reviewed and swore two affidavits in support of application for judicial advice in respect of feeder funds settlement
BR	David Whyte	Partner	Assets	1/05/2019	0.2	\$ 119.00	telephone conversation with Grant Thornton regarding queries on rates of return and model in respect of feeder fund settlement
BR	David Whyte	Partner	Assets	1/05/2019	0.7	\$ 416.50	telephone conversation with Alastair Raphael regarding feeder fund settlement/assumptions used in model/reunning assumptions for certain variables/reviewed updated model
BR	David Whyte	Partner	Assets	1/05/2019	0.5	\$ 297.50	telephone conversation with our solicitors and counsel regarding feeder funds settlement and issues to resolve for submissions and hearing tomorrow/discussed model calculations
BR	David Whyte	Partner	Assets	1/05/2019	0.2	\$ 119.00	telephone conversation with Grant Thornton regarding feeder fund settlement and distribution to be made/assumptions used in calculations
BR	David Whyte	Partner	Assets	1/05/2019	0.1	\$ 59.50	telephone conversation with our solicitors regarding preparation for hearing tomorrow on feeder fund settlement/issue relating to assumptions used in model
BR	David Whyte	Partner	Assets	1/05/2019	0.2	\$ 119.00	reviewed correspondence from our solicitors regarding proceedings against the feeder funds/reviewed two affidavits lodged by one of the defendants
BR	David Whyte	Partner	Assets	1/05/2019	2.5	\$ 1,487.50	telephone conversations with Alastair Raphael regarding model in relation to feeder funds settlement/reviewed different scenarios for the models/email our solicitors and counsel regarding same/reviewed affidavit/email our solicitors
BR	David Whyte	Partner	Assets	2/05/2019	0.4	\$ 238.00	reviewed counsel submissions in relation to hearing today regarding judicial advice application to approve settlement of proceedings against the feeder funds
BR	David Whyte	Partner	Assets	2/05/2019	0.2	\$ 119.00	reviewed email from our solicitors regarding draft correspondence to Grant Thornton in respect of model supporting settlement and updating of model for new assumptions/sent email and telephone call with Grant Thornton regarding same
BR	David Whyte	Partner	Assets	2/05/2019	1.8	\$ 1,071.00	attend our solicitors office/reviewed and swore affidavit/meeting and teleconference with counsel regarding court hearing and model in respect of settlement terms
BR	David Whyte	Partner	Assets	2/05/2019	3.3	\$ 1,963.50	attended court for hearing of judicial advice application in respect of settlement of proceedings against the feeder funds
BR	David Whyte	Partner	Assets	2/05/2019	1.1	\$ 654.50	attended court for hearing of judicial advice application in respect of settlement of proceedings against the feeder funds
BR	David Whyte	Partner	Assets	2/05/2019	0.6	\$ 357.00	meeting with feeder fund regarding amendments to model supporting terms of settlement of proceedings against the feeder funds
BR	David Whyte	Partner	Assets	2/05/2019	0.1	\$ 59.50	telephone call with our solicitors regarding proposed meeting with feeder fund
BR	David Whyte	Partner	Assets	2/05/2019	0.2	\$ 119.00	telephone call with Grant Thornton regarding court hearing today in respect of judicial advice application to approve entering into settlement deed regarding proceedings against the feeder funds
BR	David Whyte	Partner	Assets	3/05/2019	0.7	\$ 416.50	reviewed correspondence from Grant Thornton regarding queries on model in respect of settlement of proceedings against the feeder funds/reviewed model/email AR/reviewed correspondence from our solicitors and GT's solicitors regarding deed and model
BR	David Whyte	Partner	Assets	3/05/2019	0.1	\$ 59.50	telephone call with our solicitors regarding proposed response to feeder funds solicitors in respect of various issues relating to the deed of settlement
BR	David Whyte	Partner	Assets	3/05/2019	0.1	\$ 59.50	telephone call with Alastair Raphael regarding amendments to model supporting deed of settlement with the feeder funds
BR	David Whyte	Partner	Assets	3/05/2019	0.1	\$ 59.50	telephone call with our solicitors regarding proceedings against the feeder funds/meeting the other parties before hearing starts
BR	David Whyte	Partner	Assets	3/05/2019	3	\$ 1,785.00	attendance at court/meetings with our solicitors and counsel and other parties/hearing of judicial advice application in respect of settlement of proceedings against the feeder funds

BR	David Whyte	Partner	Assets	4/05/2019	0.5	\$ 297.50	reviewed submissions and affidavit filed by two directors/email our solicitors regarding application to pay interim distribution and directors attempts to have the matter relisted/provided comments on proposed way forward
BR	David Whyte	Partner	Assets	4/05/2019	0.2	\$ 119.00	reviewed correspondence from Bellpac liquidator regarding WC settlement/reviewed invoices/confirmed agreement to pay
BR	David Whyte	Partner	Assets	13/05/2019	0.3	\$ 178.50	reviewed correspondence from our solicitors regarding offer to settle two cost orders/reviewed offer and assessments/confirmed instructions regarding same
BR	David Whyte	Partner	Assets	13/05/2019	0.3	\$ 178.50	reviewed correspondence from our solicitors regarding request from litigation funder to obtain copies of documents relating to settlement with the MPF/reviewed settlement deed/provided instructions to our solicitors regarding same
BR	David Whyte	Partner	Assets	13/05/2019	0.2	\$ 119.00	telephone conversation with our solicitors regarding judicial advice application in relation to settlement of proceedings against the feeder funds/withdrawal of directors from re-opening of application to make interim distribution/EY proceedings
BR	David Whyte	Partner	Assets	13/05/2019	0.1	\$ 59.50	reviewed correspondence from our solicitors including draft letter to Kordametha's solicitors regarding offer to settle two cost orders/sent response
BR	David Whyte	Partner	Assets	13/05/2019	0.1	\$ 59.50	reviewed correspondence from our solicitors regarding proposed settlement of two cost orders/sent reply with instructions and bank details for payment
BR	David Whyte	Partner	Assets	13/05/2019	0.2	\$ 119.00	reviewed update from trustee in bankruptcy of guarantor regarding progress in respect of upcoming public examination of a number of parties/costs incurred/reviewed invoices/sent response
BR	David Whyte	Partner	Assets	20/05/2019	0.2	\$ 119.00	reviewed correspondence from our solicitors regarding status of proceedings against the auditors/discussions with counsel regarding way forward on third party notices and other matters/provided instructions regarding same
BR	David Whyte	Partner	Assets	20/05/2019	0.1	\$ 59.50	reviewed correspondence from trustee in bankruptcy of guarantor regarding funds held in trust and terms of release of part of the funds
BR	David Whyte	Partner	Assets	20/05/2019	0.1	\$ 59.50	reviewed correspondence from defendant's solicitors and our solicitors regarding maintaining online access to e-trial documents for the judge until appeal period has expired/confirmed instructions regarding same
BR	David Whyte	Partner	Assets	20/05/2019	0.1	\$ 59.50	reviewed correspondence from our solicitors and Kordametha's solicitors regarding release of information subject to confidentiality provisions
BR	David Whyte	Partner	Assets	20/05/2019	0.1	\$ 59.50	reviewed correspondence from our solicitors and feeder funds solicitors regarding informing the court that sub service orders have been complied with, parties have been served and no other party is applying to re-open proceedings about interim distribution
BR	David Whyte	Partner	Assets	21/05/2019	0.1	\$ 59.50	reviewed correspondence from our solicitors regarding proceedings against the directors/contents of e-trial material/correspondence with the other parties to correct information on USB
BR	David Whyte	Partner	Assets	21/05/2019	0.1	\$ 59.50	reviewed correspondence from our solicitors regarding confirmation from court that the decision relating to the application for judicial advice on the feeder funds settlement will be handed down tomorrow/email our solicitors re int distribution
BR	David Whyte	Partner	Assets	23/05/2019	0.7	\$ 416.50	reviewed correspondence from our solicitors regarding judgement in respect of settlement of feeder fund proceedings/reviewed reasons for judgement and orders made
BR	David Whyte	Partner	Assets	23/05/2019	0.2	\$ 119.00	reviewed correspondence from our solicitors and EY's solicitors regarding freshawood application to avoid putting on full defence due to potential issues with privilege and self incrimination
BR	David Whyte	Partner	Assets	28/05/2019	0.2	\$ 119.00	reviewed correspondence from our solicitors and counsel regarding proceedings against the auditors/correspondence received from the auditors/solicitors about limiting the defence to be filed/requirements for an application/reviewed draft response
BR	David Whyte	Partner	Assets	30/05/2019	0.2	\$ 119.00	reviewed emails from our solicitors and solicitors for feeder funds regarding fulfilment of conditions precedent re deed of settlement to obtain approval of settlement/reviewed deed regarding condition in respect of authority to pay distribution

BR	David Whyte	Partner	Assets	30/05/2019	0.11	\$ 59.50	reviewed correspondence from our solicitors regarding proceedings against the auditors/draft letter to feeder funds solicitors regarding covenants not to sue in settlement deed/interpretation of same
BR	David Whyte	Partner	Assets	3/06/2019	0.2	\$ 119.00	reviewed correspondence from our solicitors regarding proceedings against the auditors/letter regarding our position on auditors proposed application to limit defence pleading/reviewed draft court order
BR	David Whyte	Partner	Assets	3/06/2019	0.3	\$ 178.50	reviewed correspondence from our solicitors regarding proceedings against the auditors and draft letter to directors solicitors regarding judicial advice application on feeder fund proceedings and right of indemnity regarding defence of third party notices
BR	David Whyte	Partner	Assets	3/06/2019	0.5	\$ 297.50	reviewed correspondence from our solicitors regarding proceedings against the auditors/upcoming review/issues relating to review hearing/telephone conversation with our solicitors regarding same
BR	David Whyte	Partner	Assets	4/06/2019	0.2	\$ 119.00	reviewed correspondence from our solicitors, the auditors solicitors and Grant Thornton's solicitors regarding the proceedings against the auditors/proposed orders for filing an application by the auditors and review hearing on 13 June
BR	David Whyte	Partner	Assets	4/06/2019	0.1	\$ 59.50	reviewed correspondence from our solicitors regarding agreed settlement of two cost orders/reviewed bank account to confirm receipt of funds/sent response in relation to receipt of majority of funds and other funds remaining to be received
BR	David Whyte	Partner	Assets	4/06/2019	1.3	\$ 773.50	reviewed options relating to litigation funding/research to identify appropriate potential funders
BR	David Whyte	Partner	Assets	4/06/2019	0.7	\$ 416.50	telephone conversation with our solicitors regarding draft letter to director's solicitors in respect of potential indemnity claim/proposed way forward regarding same/status of proceedings against the auditors and next steps in proceedings
BR	David Whyte	Partner	Assets	6/06/2019	0.1	\$ 59.50	telephone conversation with our solicitors regarding draft letter to the auditors solicitors regarding representation in respect of defence of Third Party Notice against LMMW/discussed contents of letter/email confirming instructions regarding same
BR	David Whyte	Partner	Assets	6/06/2019	0.1	\$ 59.50	reviewed correspondence from our solicitors and Grant Thornton's solicitors regarding terms of settlement deed relating to proceedings against the feeder funds/condition relating to interim distribution/response in respect of same
BR	David Whyte	Partner	Assets	6/06/2019	0.4	\$ 238.00	reviewed correspondence from our solicitors regarding directors of LMMW claim for indemnity of defence costs of third party notices in the auditors proceedings/reviewed commentary on issues and draft letter to directors solicitors/email our solicitors
BR	David Whyte	Partner	Assets	6/06/2019	0.2	\$ 119.00	reviewed correspondence from liquidator of borrower regarding proposed litigation funding/correspondence with potential funder/response in respect of funding request/email the liquidator
BR	David Whyte	Partner	Assets	6/06/2019	0.2	\$ 119.00	reviewed correspondence from our solicitors regarding proceedings against the auditors and representation of LMMW in defence of the Third Party notice proceedings/reviewed draft letter and draft court order regarding same
BR	David Whyte	Partner	Assets	13/06/2019	0.2	\$ 119.00	reviewed correspondence from our solicitors and the auditors solicitors regarding review hearing today/proposed orders/reviewed orders and draft amended orders/provided instructions regarding same
BR	David Whyte	Partner	Assets	13/06/2019	2.5	\$ 1,487.50	attendance at court in relation to review of proceedings against the auditors/meetings with our solicitors and counsel before and after the hearing/discuss next steps in the proceedings including email Arthur Taylor, Craig Jenkins and Clark Jarrold regarding outcome of review hearing of proceedings against the auditors and meeting with our solicitors and counsel about next steps and work to be done
BR	David Whyte	Partner	Assets	13/06/2019	0.1	\$ 59.50	reviewed correspondence from a potential expert in relation to the proceedings against the auditors/sent response
BR	David Whyte	Partner	Assets	13/06/2019	0.1	\$ 59.50	reviewed correspondence from our solicitors regarding the proceedings against the auditors/reviewed application filed by the auditors seeking relief in relation to defence of proceedings and two supporting affidavits (approx. 400 pages)/email our solicitors

BR	David Whyte	Partner	Assets	13/06/2019	0.1	\$ 59.50	reviewed correspondence from our solicitors regarding the proceedings against the auditors/reviewed final draft of orders submitted to the Judge for approval in relation to today's hearing
BR	David Whyte	Partner	Assets	20/06/2019	0.2	\$ 119.00	reviewed correspondence from our solicitors regarding proceedings against the auditors and draft response to two directors solicitors in respect of Third Party proceedings and potential claim for costs/provided instructions regarding same
BR	David Whyte	Partner	Assets	20/06/2019	0.4	\$ 238.00	reviewed judgement relating to trust claims and considered impact on potential claims against the fund
BR	David Whyte	Partner	Assets	21/06/2019	0.5	\$ 297.50	reviewed draft application and supporting affidavit in relation to representation of LMM in defence of third party claim brought by the auditors
BR	David Whyte	Partner	Assets	21/06/2019	1.5	\$ 892.50	attended our solicitors offices/reviewed two draft affidavits relating to proceedings against the auditors/finalised same/swore the two affidavits
BR	David Whyte	Partner	Assets	1/07/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors regarding potential claim against the fund for defence costs of directors relating to the proceedings against the auditors/reviewed response
BR	David Whyte	Partner	Assets	1/07/2019	0.9	\$ 553.50	reviewed correspondence from our solicitors and the auditors solicitors regarding application to proceed against LMM/reviewed application and supporting affidavit (328 pages)
BR	David Whyte	Partner	Assets	2/07/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors and guarantor regarding terms of settlement and information relating to sale of property
BR	David Whyte	Partner	Assets	2/07/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors regarding progression of counsel submissions and other matters to comply with orders made in the proceedings against the auditors/reviewed steps to be taken
BR	David Whyte	Partner	Assets	4/07/2019	0.6	\$ 369.00	reviewed draft affidavit relating to proceedings against the auditors and the auditors application to seek leave to proceed against LMM in liquidation/provided instructions regarding same
BR	David Whyte	Partner	Assets	4/07/2019	1.2	\$ 738.00	Attended our solicitors offices/reviewed and swore affidavit in relation to proceedings against the auditors and the auditors leave to proceed application against LMM in liquidation
BR	David Whyte	Partner	Assets	9/07/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding request from directors solicitors for documents associated with statement of claim against the auditors/reviewed draft response/provided instructions regarding same
BR	David Whyte	Partner	Assets	9/07/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors and Law in Order regarding storing of data in respect of proceedings against the directors and the MPF/reviewed options and costs/reviewed invoices/confirmed instructions in respect of same
BR	David Whyte	Partner	Assets	9/07/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding term deposit held in respect of the proceedings against the directors and the MPF/reviewed statement and interest received
BR	David Whyte	Partner	Assets	11/07/2019	0.3	\$ 184.50	reviewed correspondence from our solicitors and the auditors solicitors regarding change of solicitors and request to amend timetable for the hearing of three applications/reviewed proposed court orders
BR	David Whyte	Partner	Assets	11/07/2019	0.4	\$ 246.00	telephone conversation with our solicitors regarding proceedings against the auditors/change in representation for the auditors and proposed response/strategy to deal with the issues relating to the three applications on foot
BR	David Whyte	Partner	Assets	11/07/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors, counsel and Clark Jarrod regarding the proceedings against the auditors and issues relating to management representation letters and reliance on same by the auditors
BR	David Whyte	Partner	Assets	11/07/2019	0.2	\$ 123.00	request to amend current court orders/application required/work to be done
BR	David Whyte	Partner	Assets	11/07/2019	0.5	\$ 307.50	reviewed correspondence from our solicitors regarding the auditors proceedings/status of applications for leave to proceed against LMM/pleading relief and representation applications/reviewed correspondence from third party's solicitors/affidavit

BR	David Whyte	Partner	Assets	12/07/2019	0.2	\$ 123.00	reviewed email from our solicitors regarding the auditors proceedings/reviewed draft letter in response to auditors proposed amendments to the timetable and dealing with issues in the proceedings and three applications on foot/provided instructions
BR	David Whyte	Partner	Assets	12/07/2019	0.4	\$ 246.00	reviewed draft counsils submissions in relation to representation application for third party claims in respect of the auditor proceedings/provided instructions to file and serve same
BR	David Whyte	Partner	Assets	12/07/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors and updated draft letter to the auditors solicitors regarding court timetable for hearing of three applications and our position on same/provided instructions
BR	David Whyte	Partner	Assets	12/07/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding proceedings against the auditors and letter from feeder fund defendant in relation to the auditors request to change timetable for hearing of three applications
BR	David Whyte	Partner	Assets	15/07/2019	0.5	\$ 307.50	telephone conversation with Clark Jarrod regarding status of proceedings against the auditors/work to be done/potential experts to be engaged
BR	David Whyte	Partner	Assets	15/07/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors and guarantor regarding repayment to financier and queries regarding other payments/sent response
BR	David Whyte	Partner	Assets	15/07/2019	1.5	\$ 922.50	researched and considered experts for use in proceedings against the auditors/email CJ and CJ regarding same
BR	David Whyte	Partner	Assets	16/07/2019	0.1	\$ 61.50	reviewed notice to creditors of bankrupt guarantor of public examinations and summonses to be issued in respect of bankrupt estate
BR	David Whyte	Partner	Assets	16/07/2019	0.2	\$ 123.00	reviewed report from trustee of bankrupt guarantor regarding costs incurred/claimed under an indemnity/approved payment/reviewed report on upcoming public examinations
BR	David Whyte	Partner	Assets	16/07/2019	0.5	\$ 307.50	reviewed affidavit relating to proceedings against the auditors and lodged in respect of auditors application to be excused from pleading to certain parts of the claim due to proceedings self incrimination
BR	David Whyte	Partner	Assets	18/07/2019	0.7	\$ 430.50	reviewed correspondence from our solicitors and auditors solicitors regarding proceedings against the auditors/reviewed amended relief application/reviewed counsils outline/reviewed other correspondence
BR	David Whyte	Partner	Assets	18/07/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors, the auditors solicitors and a third party defendants instructions regarding production of documents under rule 222/reviewed draft response/provided instructions regarding same
BR	David Whyte	Partner	Assets	22/07/2019	0.3	\$ 184.50	reviewed correspondence from our solicitors regarding proceedings against the auditors and EV's leave to proceed application against LMM/reviewed prior correspondence regarding EV's proofs of debt/email our solicitors regarding same
BR	David Whyte	Partner	Assets	22/07/2019	0.8	\$ 492.00	reviewed correspondence between the parties and with the Judge's Associate regarding the proceedings against the auditors and three applications to be heard on 26 July/reviewed defendants submissions
BR	David Whyte	Partner	Assets	22/07/2019	1.1	\$ 676.50	reviewed correspondence regarding proceedings against the auditors and auditors rights of setoff for claims against third parties/reviewed statement of claim
BR	David Whyte	Partner	Assets	22/07/2019	0.3	\$ 184.50	reviewed correspondence from our solicitors regarding EV's proofs of debt and leave to proceed application/send to our other solicitors regarding hearing of leave to proceed application and submissions made by EV's counsel
BR	David Whyte	Partner	Assets	22/07/2019	1.7	\$ 1,045.50	reviewed draft counsils submissions (49 pages) in relation to EV's application for leave to proceed against LMM/provided instructions regarding same
BR	David Whyte	Partner	Assets	23/07/2019	0.3	\$ 184.50	reviewed correspondence from Belpac liquidator regarding status of negotiations relating to extending sunset date of heads of agreement/reviewed recent announcements on ASX regarding the company that is party to the settlement/email liquidator
BR	David Whyte	Partner	Assets	23/07/2019	0.1	\$ 61.50	telephone conversation with our solicitors regarding affidavit being prepared in respect of proceedings against the auditors and leave to proceed application against LMM
BR	David Whyte	Partner	Assets	23/07/2019	0.6	\$ 369.00	reviewed case studies relating to proceedings against auditors

BR	David Whyte	Partner	Assets	23/07/2019	0.7	\$ 430.50	reviewed correspondence from our solicitors regarding proceedings against the auditors/reviewed affidavit and exhibits in relation to EY's application for leave to proceed against LMM/ reviewed updated submissions for leave application
BR	David Whyte	Partner	Assets	23/07/2019	0.4	\$ 246.00	meeting with our solicitors/reviewed and swore affidavit relating to EY's application for leave to proceed against LMM
BR	David Whyte	Partner	Assets	23/07/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding three applications to be heard on Friday in respect of proceedings against the auditors/reviewed correspondence with the parties
BR	David Whyte	Partner	Assets	24/07/2019	0.2	\$ 123.00	reviewed draft counsel's submissions in respect of response to EY's application for relief in relation to their defence in the proceedings against the auditors/provided instructions regarding same
BR	David Whyte	Partner	Assets	25/07/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors regarding the proceedings against the auditors/reviewed correspondence from third party defendant and submissions in respect of EY's application for leave to proceed against LMM
BR	David Whyte	Partner	Assets	25/07/2019	0.3	\$ 184.50	reviewed correspondence from our solicitors regarding hearing of three applications in respect of proceedings against the auditors/status of each party and who will be appearing/reviewed affidavit filed by the auditors solicitors
BR	David Whyte	Partner	Assets	25/07/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors and solicitors of responsible entity of feeder fund including their counsels submissions relating to EY's leave to proceed application against LMM
BR	David Whyte	Partner	Assets	26/07/2019	1.1	\$ 676.50	preparation for court hearing in relation to proceedings against the auditors and three applications regarding same/meeting with our solicitors prior to hearing
BR	David Whyte	Partner	Assets	26/07/2019	2.6	\$ 1,599.00	court hearing in relation to proceedings against the auditors and three applications regarding same
BR	David Whyte	Partner	Assets	26/07/2019	1.4	\$ 861.00	meeting with our solicitors and counsel regarding outcome of hearing in respect of proceedings against the auditors/preparation for continuance of proceedings
BR	David Whyte	Partner	Assets	26/07/2019	1.6	\$ 984.00	continuance of court hearing in relation to proceedings against the auditors and three applications regarding same/meeting with our solicitors and counsel after hearing
BR	David Whyte	Partner	Assets	29/07/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding hosting of data for e-trial and access for the judge in respect of the proceedings against LMM and the directors/reviewed invoices
BR	David Whyte	Partner	Assets	29/07/2019	1.7	\$ 1,045.50	reviewed correspondence from Bellpac liquidator and including audited accounts of WCL in relation to heads of agreement (130 pages)/reviewed stock exchange announcements
BR	David Whyte	Partner	Assets	29/07/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding outcome of Friday's hearing in relation to proceedings against the auditors/next steps and proposed meeting/sent response
BR	David Whyte	Partner	Assets	30/07/2019	0.5	\$ 307.50	reviewed three loan files regarding outstanding issues relating to receivership appointments/email Receivers and Managers regarding same
BR	David Whyte	Partner	Assets	30/07/2019	2.3	\$ 1,414.50	reviewed five loan summaries for consolidated particulars in respect of proceedings against the auditors
BR	David Whyte	Partner	Assets	1/08/2019	0.5	\$ 307.50	telephone conversation with Arthur Taylor regarding status of litigation matters/steps to be taken in relation to proceedings against the auditors
BR	David Whyte	Partner	Assets	5/08/2019	0.7	\$ 430.50	reviewed correspondence from our solicitors regarding EY's application to proceed against LMM and EY's counsels submissions in respect of the application/reviewed our counsels draft submissions in response
BR	David Whyte	Partner	Assets	5/08/2019	1.9	\$ 1,168.50	preparation for and meeting with our solicitors and counsel regarding proceedings against the auditors/next steps in the proceedings/expert reports/potential litigation funding/other issues
BR	David Whyte	Partner	Assets	6/08/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors regarding summary of meeting with counsel and matters to progress/consider same/email Craig Jenkins, Clark Jarrold and Arthur Taylor regarding same

BR	David Whyte	Partner	Assets	6/08/2019	0.6	\$ 369.00	telephone conversation with Clark Jarrold regarding potential appointments of experts in relation to the proceedings against EV/four potential experts
BR	David Whyte	Partner	Assets	6/08/2019	0.2	\$ 123.00	telephone conversation with our solicitors regarding proposed appointment of experts in relation to proceedings against the auditors/process in respect of same
BR	David Whyte	Partner	Assets	6/08/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding court order in relation to proceedings against a guarantor/sent response regarding outstanding payments due under deed of settlement
BR	David Whyte	Partner	Assets	6/08/2019	0.2	\$ 123.00	reviewed website regarding engagement of expert witnesses/email our solicitors regarding potential experts details and comments regarding same
BR	David Whyte	Partner	Assets	7/08/2019	0.6	\$ 369.00	reviewed correspondence from our solicitors regarding proceedings against the auditors/reviewed draft counsels submissions in reply to EV's counsels submissions regarding leave application/provided instructions to serve same
BR	David Whyte	Partner	Assets	8/08/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding proceedings against the auditors and potential experts to be used/consider and forward to Craig Jenkins and Clark Jarrold for any comments
BR	David Whyte	Partner	Assets	8/08/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding draft email to guarantor in respect of outstanding payments due under a deed of settlement/provided instructions regarding same
BR	David Whyte	Partner	Assets	8/08/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors and a guarantor regarding request for information on sale of property and repayment of bank debt/reviewed draft response/provided instructions in respect of same
BR	David Whyte	Partner	Assets	8/08/2019	0.1	\$ 61.50	telephone conversation with Clark Jarrold regarding potential experts to be engaged in respect of proceedings against the auditors/reviewed email from Craig Jenkins regarding same
BR	David Whyte	Partner	Assets	8/08/2019	0.3	\$ 184.50	reviewed correspondence from Bellpac liquidator regarding proposed timetable in relation to finalising conditions of heads of agreement/email Mark Whittaker regarding proposal and if reasonable to assume conditions can be complied with
BR	David Whyte	Partner	Assets	8/08/2019	0.1	\$ 61.50	reviewed correspondence from Receiver of three borrowers regarding status of each matter/sent response
BR	David Whyte	Partner	Assets	8/08/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors regarding filing of our counsel's submissions in reply to EV's counsels submissions regarding leave application/reviewed EV's reply and correspondence to court
BR	David Whyte	Partner	Assets	13/08/2019	0.3	\$ 184.50	telephone conversation with Clark Jarrold regarding proceedings against the auditors/next steps/appointment of experts
BR	David Whyte	Partner	Assets	15/08/2019	1	\$ 615.00	teleconference with Clark Jarrold and Wayne Bastford regarding proceedings against EV and potential experts to be used in four categories
BR	David Whyte	Partner	Assets	15/08/2019	0.1	\$ 61.50	reviewed potential candidates for expert work on the proceedings against EV/summarised with guarantor/provided instructions regarding same
BR	David Whyte	Partner	Assets	15/08/2019	0.6	\$ 369.00	reviewed potential candidates for expert work on the proceedings against EV/summarised potential candidates to be contacted by our solicitors
BR	David Whyte	Partner	Assets	19/08/2019	1.1	\$ 676.50	reviewed correspondence from Bellpac liquidator regarding proposed heads of agreement to be entered into/reviewed terms/reviewed Corporate Finance note regarding requirements to achieve condition precedent/discussed with Mark Whittaker/email liquidator
BR	David Whyte	Partner	Assets	19/08/2019	0.5	\$ 307.50	reviewed correspondence regarding potential litigation funder or after the event insurance for proceedings against EV/reviewed website for broker/application form and terms
BR	David Whyte	Partner	Assets	19/08/2019	0.2	\$ 123.00	reviewed report from trustee in bankruptcy regarding status of administration and including public examination of several parties/reviewed invoice/approved payment/sent response

BR	David Whyte	Partner	Assets	20/08/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors regarding potential experts for proceedings against EY/reviewed email from Craig Jenkins regarding same/reviewed email from potential expert/sent responses
BR	David Whyte	Partner	Assets	20/08/2019	0.1	\$ 61.50	reviewed correspondence from Belpac liquidator regarding legal fees/reviewed invoice/approved payment
BR	David Whyte	Partner	Assets	20/08/2019	0.8	\$ 492.00	telephone conversation with solicitors regarding potential experts in respect of proceedings against EY
BR	David Whyte	Partner	Assets	22/08/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors and EY's solicitors regarding request for transcripts and documentation from public examinations/reviewed prior correspondence/reviewed draft letter/provided instructions regarding same
BR	David Whyte	Partner	Assets	22/08/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding the outcome of discussions with a number of parties to potentially act as experts in the proceedings against EY
BR	David Whyte	Partner	Assets	26/08/2019	0.6	\$ 369.00	telephone conversation with Clark Jarrold regarding potential experts to be appointed in relation to the proceedings against the auditors
BR	David Whyte	Partner	Assets	26/08/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors regarding potential experts relating to the proceedings against the auditors/reviewed CV's/discussed with CJ his availability to meet two experts/sent response
BR	David Whyte	Partner	Assets	26/08/2019	0.2	\$ 123.00	reviewed correspondence from trustee in bankruptcy of guarantor regarding public examination of a number of parties/attempts to trace one key witness/reviewed summons issued and books and records that are required to be delivered to court
BR	David Whyte	Partner	Assets	26/08/2019	2.9	\$ 1,783.50	consider use of experts in proceedings against the auditors/reviewed experts reports relating to quantification of loss
BR	David Whyte	Partner	Assets	29/08/2019	0.4	\$ 246.00	reviewed correspondence from our solicitors regarding engagement of experts for proceedings against the auditors/reviewed notes on various potential candidates/email a third party requesting details on several potential experts
BR	David Whyte	Partner	Assets	29/08/2019	0.5	\$ 307.50	consideration/review of potential experts to act in relation to proceedings against the auditors
BR	David Whyte	Partner	Assets	29/08/2019	0.3	\$ 184.50	meetings with Craig Jenkins and Clark Jarrold regarding appointment of experts and next steps in the proceedings against the auditors
BR	David Whyte	Partner	Assets	29/08/2019	0.4	\$ 246.00	meeting with our solicitors regarding appointment of experts and next steps in the proceedings against the auditors
BR	David Whyte	Partner	Assets	29/08/2019	0.3	\$ 184.50	preparation for meeting with our solicitors regarding proceedings against the auditors/appointment of experts and next steps in the proceedings
BR	David Whyte	Partner	Assets	9/09/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding receipt of two payments under a settlement deed with guarantor
BR	David Whyte	Partner	Assets	9/09/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors and solicitors acting for defendant re third party claims in the proceedings against the auditors/position regarding requests under rule 22.2 to produce documents/obligations of the parties and proposed response
BR	David Whyte	Partner	Assets	9/09/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding discussions with potential expert in respect of proceedings against the auditors/issues regarding another matter
BR	David Whyte	Partner	Assets	9/09/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors and EY's solicitors regarding filing of defence in the proceedings against the auditors/reasons for delay and response regarding same
BR	David Whyte	Partner	Assets	9/09/2019	0.2	\$ 123.00	reviewed two reports from trustee in bankruptcy of guarantor/reviewed remuneration report and proof of debt
BR	David Whyte	Partner	Assets	9/09/2019	0.2	\$ 123.00	telephone conversation with our solicitors regarding appointment of two experts in relation to proceedings against the auditors
BR	David Whyte	Partner	Assets	9/09/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding briefing materials required for appointment of experts in relation to the proceedings against the auditors
BR	David Whyte	Partner	Assets	12/09/2019	0.3	\$ 184.50	Telephone discussion with Clark Jarrold regarding loan summaries prepared by our lawyers for their use re EY claim

BR	David Whyte	Partner	Assets	12/09/2019	1.6	\$ 984.00	meeting with Clark Jarrold and teleconference with our solicitors and counsel regarding selection of experts for proceedings against the auditors/determine next steps and further work to be done for briefs
BR	David Whyte	Partner	Assets	12/09/2019	0.3	\$ 184.50	telephone conversation with Wayne Bastford and Clark Jarrold regarding choice of experts in respect of proceedings against the auditors
BR	David Whyte	Partner	Assets	12/09/2019	0.3	\$ 184.50	reviewed correspondence from receiver and manager of a borrower/reviewed contract of sale for retirement village/sent response to receiver and manager
BR	David Whyte	Partner	Assets	12/09/2019	0.4	\$ 246.00	reviewed loan summary included in the consolidated particulars for the proceedings against the auditors/email our solicitors regarding two potential experts and brief to expert
BR	David Whyte	Partner	Assets	12/09/2019	0.5	\$ 307.50	reviewed correspondence from our solicitors regarding proceedings against the auditors and summary of issues considered in an expert report relating to the claims
BR	David Whyte	Partner	Assets	13/09/2019	0.1	\$ 61.50	email our solicitors with instructions regarding engagement of expert relating to proceedings against the auditors
BR	David Whyte	Partner	Assets	13/09/2019	0.3	\$ 184.50	reviewed correspondence from our solicitors and Clark Jarrold about engagement of experts/reviewed draft engagement letter/response to our solicitors
BR	David Whyte	Partner	Assets	13/09/2019	0.1	\$ 61.50	reviewed instruction letter to PTL and accompanying documents to vote in favour of two resolutions put by the trustee in bankruptcy of a guarantor's estate
BR	David Whyte	Partner	Assets	13/09/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors and trustee in bankruptcy of guarantor's solicitors regarding proposed amendments to deed of indemnity/reviewed deed of indemnity/provided instructions regarding same
BR	David Whyte	Partner	Assets	13/09/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors and another party regarding potential experts for proceedings against the auditors
BR	David Whyte	Partner	Assets	13/09/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding audit work papers required to brief experts with in respect of proceedings against the auditors/work to be done to collate same
BR	David Whyte	Partner	Assets	13/09/2019	0.3	\$ 184.50	reviewed report to creditors from Bellpac liquidator/annual meeting to be held/reviewed remuneration report and resolutions
BR	David Whyte	Partner	Assets	16/09/2019	0.7	\$ 430.50	telephone conversation with Arthur Taylor regarding status of proceedings against the auditors and work to be done
BR	David Whyte	Partner	Assets	16/09/2019	0.5	\$ 307.50	meeting with our auditors regarding proceedings against the auditors/briefing of experts and provision of EY work papers/options in respect of same
BR	David Whyte	Partner	Assets	16/09/2019	0.1	\$ 61.50	reviewed correspondence regarding potential expert to be engaged in respect of proceedings against the auditors/reviewed profile of expert
BR	David Whyte	Partner	Assets	16/09/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors to trustee in bankruptcy of guarantor's solicitors regarding proposed amendments to deed of indemnity
BR	David Whyte	Partner	Assets	16/09/2019	0.1	\$ 61.50	reviewed instruction letter to PTL in relation to execution of proof of debt and proxy regarding Bellpac liquidation/reviewed POD and proxy
BR	David Whyte	Partner	Assets	16/09/2019	0.8	\$ 492.00	reviewed loan schedules included in the consolidated particulars for the proceedings against the auditors
BR	David Whyte	Partner	Assets	16/09/2019	1.5	\$ 922.50	meeting with our solicitors and counsel regarding proceedings against the auditors/appointment of experts/instructions to experts and including meeting with two potential experts
BR	David Whyte	Partner	Assets	16/09/2019	0.1	\$ 61.50	telephone conversation with third party regarding availability for a meeting regarding loss calculations for the proceedings against the auditors
BR	David Whyte	Partner	Assets	17/09/2019	0.5	\$ 307.50	telephone conversation with trustee in bankruptcy of guarantor regarding progress in relation to public examinations of a number of parties/extensions to produce documents/serving of one examinee/adjourned dates for public examination/strategy/re same
BR	David Whyte	Partner	Assets	17/09/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors regarding clear account rule proceedings against LHM/current stay of proceedings/reviewed draft letter to FTIs solicitors regarding potential defence of the proceedings

BR	David Whyte	Partner	Assets	17/09/2019	0.1	\$	61.50	reviewed correspondence from our solicitors, counsel and expert to be appointed in respect of proceedings against the auditors/confirmed arrangements for meeting
BR	David Whyte	Partner	Assets	17/09/2019	0.1	\$	61.50	reviewed correspondence from our solicitors regarding collation of EY work papers including from laptop
BR	David Whyte	Partner	Assets	17/09/2019	1.5	\$	922.50	reviewed loan summary relating to nine audit periods and assessment of impairment/reviewed issues associated with audit in respect of the proceedings against the auditors
BR	David Whyte	Partner	Assets	19/09/2019	0.2	\$	123.00	reviewed correspondence from our solicitors regarding clear accounts rule proceeding/reviewed draft letter to FTI's solicitors regarding status of proceeding and creditor's position about potentially funding the defence /email our solicitors regarding same
BR	David Whyte	Partner	Assets	19/09/2019	0.2	\$	123.00	reviewed correspondence from our solicitors regarding amended deed of indemnity for trustee in bankruptcy of guarantor/reviewed deed/provided instructions regarding same
BR	David Whyte	Partner	Assets	19/09/2019	0.1	\$	61.50	reviewed correspondence from our solicitors regarding potential expert in respect of compliance plan audits regarding proceedings against the auditors/confirmed instructions regarding same
BR	David Whyte	Partner	Assets	19/09/2019	2.3	\$	1,414.50	reviewed loan summaries in relation to shortcomings in the audit of the fund/reviewed lending manual at relevant time of granting loans
BR	David Whyte	Partner	Assets	23/09/2019	0.1	\$	61.50	reviewed correspondence regarding potential expert in relation to compliance plan audits for proceedings against the auditors/forward to our solicitors to contact potential expert
BR	David Whyte	Partner	Assets	23/09/2019	0.1	\$	61.50	reviewed expert's letter of engagement in respect of proceedings against the auditors
BR	David Whyte	Partner	Assets	23/09/2019	3.3	\$	2,029.50	commented review of auditors defence in relation to sixth further amended statement of claim against the auditors (claim is 121 pages and defence 246 pages)
BR	David Whyte	Partner	Assets	24/09/2019	3.5	\$	2,152.50	continued review of auditors defence in relation to sixth further amended statement of claim against the auditors (claim is 121 pages and defence 246 pages)
BR	David Whyte	Partner	Assets	24/09/2019	0.1	\$	61.50	reviewed correspondence from Bellpac liquidator regarding meeting of creditors and adjournment of same
BR	David Whyte	Partner	Assets	24/09/2019	0.1	\$	61.50	reviewed correspondence from our solicitors and third party's solicitors regarding proceedings against the auditors requesting an update as to whether the claim is to be amended and outstanding particulars be provided
BR	David Whyte	Partner	Assets	24/09/2019	2.1	\$	1,291.50	continued review of auditors defence in relation to sixth further amended statement of claim against the auditors (claim is 121 pages and defence 246 pages)
BR	David Whyte	Partner	Assets	26/09/2019	3.3	\$	2,029.50	continued review of auditors defence in relation to sixth further amended statement of claim against the auditors (claim is 121 pages and defence 246 pages)
BR	David Whyte	Partner	Assets	30/09/2019	3.4	\$	2,091.00	meeting with our solicitors and counsel regarding briefing of experts in respect of proceedings against the auditors/defence lodged by the auditors/next steps in the proceedings/meeting with Clark Jarrod and Craig Jenkins regarding reply to defence
BR	David Whyte	Partner	Assets	30/09/2019	0.1	\$	61.50	reviewed email from contractor regarding meeting in respect of work papers relating to proceedings against the auditors/organised meeting /brief RW regarding laptop and meeting
BR	David Whyte	Partner	Assets	1/10/2019	0.6	\$	369.00	reviewed cash flows supporting loss calculations in respect of proceedings against the auditors as at eight reporting periods
BR	David Whyte	Partner	Assets	1/10/2019	0.1	\$	61.50	reviewed correspondence from our solicitors regarding contents of brief to be provided to third party relating to proceedings against the auditors
BR	David Whyte	Partner	Assets	1/10/2019	0.2	\$	123.00	reviewed correspondence from our solicitors regarding deed of indemnity/reviewed deed/instructed RW to write to PTAL to execute in respect of funding of trustee in bankruptcy of guarantor
BR	David Whyte	Partner	Assets	1/10/2019	0.1	\$	61.50	reviewed instruction letter to PTAL regarding deed of indemnity/executed deed of indemnity in favour of trustee in bankruptcy of guarantor
BR	David Whyte	Partner	Assets	1/10/2019	1.7	\$	1,045.50	finalised review of auditors defence in relation to the proceedings against the auditors
BR	David Whyte	Partner	Assets	1/10/2019	1.9	\$	1,168.50	meeting with contractor regarding loss calculations in respect of proceedings against the auditors/work-papers in respect of same

BR	David Whyte	Partner	Assets	3/10/2019	0.2	\$ 123.00	telephone conversation with Clark Jarrold regarding loss calculations and supporting documents for proceedings against the auditors/work to be done
BR	David Whyte	Partner	Assets	3/10/2019	0.2	\$ 123.00	reviewed spreadsheet relating to loan schedules at nine reporting dates and Arthur Taylor's comments regarding same to assist with the proceedings against the auditors
BR	David Whyte	Partner	Assets	5/10/2019	1.3	\$ 799.50	reviewed judgement in relation to EY's leave to proceed application against LHM and third party claims in the proceedings against the auditors
BR	David Whyte	Partner	Assets	8/10/2019	0.3	\$ 184.50	telephone conversation with our solicitors regarding reply to defence in respect of proceedings against the auditors/decision to strike out third party claims with ability to plead/impact on review of proceedings and way forward
BR	David Whyte	Partner	Assets	8/10/2019	1.1	\$ 676.50	telephone conversation with Arthur Taylor regarding proceedings against the auditors/preparation of accounts and evidence relating to auditors involvement in preparing the accounts/further work to be done/status of proceedings generally/work to be done
BR	David Whyte	Partner	Assets	8/10/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors re proceedings against the auditors/court decision on leave to proceed application/outstanding issues to progress and strategy/reviewed draft letter to EY's solicitors regarding defence/provided instructions
BR	David Whyte	Partner	Assets	10/10/2019	0.2	\$ 123.00	reviewed counsels submissions for plaintiff and defendants in respect of proposed cost orders regarding leave and representation applications for the proceedings against the auditors
BR	David Whyte	Partner	Assets	10/10/2019	0.1	\$ 61.50	reviewed counsels submissions for Trilogy in relation to proposed cost orders in respect of dismissal of leave to proceed application and third party claim regarding proceedings against the auditors
BR	David Whyte	Partner	Assets	10/10/2019	0.2	\$ 123.00	reviewed report from trustee in bankruptcy of guarantor regarding status of public examinations of a number of parties and new dates to examine the parties/reviewed costs
BR	David Whyte	Partner	Assets	10/10/2019	0.1	\$ 61.50	reviewed correspondence from trustee in bankruptcy of guarantor regarding request for documents/email Arthur Taylor regarding same/send response to trustee
BR	David Whyte	Partner	Assets	10/10/2019	0.1	\$ 61.50	reviewed correspondence from trustee in bankruptcy of guarantor regarding public examination dates and proposed examiners for each date
BR	David Whyte	Partner	Assets	10/10/2019	0.5	\$ 307.50	reviewed work papers relating to quantification of loss calculations in respect of proceedings against the auditors
BR	David Whyte	Partner	Assets	10/10/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding the proceedings against the auditors and including letter from third party to EY's solicitors seeking clarification of their claims against third parties and following court decision about the claim
BR	David Whyte	Partner	Assets	14/10/2019	0.6	\$ 369.00	telephone conversation with Arthur Taylor regarding proceedings against the auditors/review of audit papers for two audit periods/preparation of accounts and auditors involvement in preparing same
BR	David Whyte	Partner	Assets	14/10/2019	0.3	\$ 184.50	reviewed correspondence regarding three potential candidates for compliance plan experts in the proceedings against the auditors/reviewed CV's
BR	David Whyte	Partner	Assets	14/10/2019	0.7	\$ 430.50	reviewed correspondence from trustee in bankruptcy of guarantor regarding request for documentation relating to borrower and guarantor/reviewed facility and security documents/forward to the trustee in bankruptcy
BR	David Whyte	Partner	Assets	14/10/2019	0.6	\$ 369.00	reviewed correspondence from consultant regarding loan loss calculations and documentation relating to same/reviewed documents
BR	David Whyte	Partner	Assets	15/10/2019	0.3	\$ 184.50	reviewed correspondence from our solicitors regarding appointment of expert for proceedings against the auditors/reviewed candidate/reviewed advisory firm that sources experts
BR	David Whyte	Partner	Assets	15/10/2019	0.7	\$ 430.50	reviewed documentation relating to 31 December 2008 and 30 June 2009 audit/reviews in relation to proceedings against the auditors and preparation of draft accounts
BR	David Whyte	Partner	Assets	15/10/2019	0.3	\$ 184.50	telephone conversation with Clark Jarrold regarding proceedings against the auditors/preparation of draft accounts and supporting documentation/status of proceedings generally/engagement of experts

BR	David Whyte	Partner	Assets	15/10/2019	0.3	\$ 184.50	reviewed correspondence from our solicitors regarding potential expert in respect of proceedings against the auditors/reviewed detailed cv of candidate
BR	David Whyte	Partner	Assets	15/10/2019	1.5	\$ 922.50	reviewed loss calculation as at 1 July 2009 and supporting documentation in relation to proceedings against the auditors and in connection with appointment of expert
BR	David Whyte	Partner	Assets	17/10/2019	0.1	\$ 61.50	telephone conversation with our solicitors regarding costs orders to be handed down this afternoon in respect of proceedings against the auditors/books and records to be returned relating to proceedings against the directors
BR	David Whyte	Partner	Assets	17/10/2019	0.1	\$ 61.50	reviewed correspondence from trustee in bankruptcy regarding status of summonses issued for the public examination of a number of parties/documents produced and dates for examinations of the parties
BR	David Whyte	Partner	Assets	17/10/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors regarding proceedings against the auditors/handling down of decision on costs/correspondence with the auditors solicitors regarding privilege issue and affidavit evidence required in support
BR	David Whyte	Partner	Assets	17/10/2019	0.9	\$ 553.50	meeting with consultant and RW regarding loss quantification calculations and cash flows relating to one of the loans
BR	David Whyte	Partner	Assets	22/10/2019	0.8	\$ 492.00	reviewed several potential experts for proceedings against the auditors
BR	David Whyte	Partner	Assets	22/10/2019	1.4	\$ 861.00	meeting with Clark Jarrold, Ryan Whyte, a contractor and experts in relation to the proceedings against the auditors and quantification of loss calculations
BR	David Whyte	Partner	Assets	22/10/2019	0.5	\$ 307.50	preparation for meeting with expert in respect of proceedings against the auditors/reviewed working papers regarding quantification of loss
BR	David Whyte	Partner	Assets	22/10/2019	0.1	\$ 61.50	reviewed correspondence from trustee in bankruptcy of guarantor regarding public examinations and information requested on loans/reviewed emails from Arthur Taylor regarding same
BR	David Whyte	Partner	Assets	28/10/2019	0.3	\$ 184.50	reviewed cost orders in relation to leave and representative applications regarding proceedings against the auditors
BR	David Whyte	Partner	Assets	28/10/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding proceedings against the feeder funds/settlement terms payment of interim distribution/confirmed payments made and provided instructions to discontinue the proceedings
BR	David Whyte	Partner	Assets	28/10/2019	0.3	\$ 184.50	reviewed documents to support loss calculations in respect of one loan and in relation to the proceedings against the auditors
BR	David Whyte	Partner	Assets	28/10/2019	0.4	\$ 246.00	reviewed loan agreement, guarantee and deed of cross collateralisation in respect of borrower/email Arthur Taylor regarding same
BR	David Whyte	Partner	Assets	28/10/2019	1.1	\$ 676.50	reviewed affidavit relied on by auditors in respect of limiting defence of proceedings against the auditors (81 pages)
BR	David Whyte	Partner	Assets	29/10/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors and fifth third party's solicitors regarding proceedings against the auditors and correspondence sent to the auditors solicitors under rule 444
BR	David Whyte	Partner	Assets	29/10/2019	0.2	\$ 123.00	reviewed correspondence regarding cost orders in relation to leave and representation applications in respect of the proceedings against the auditors/forward orders to our solicitors to draft letter to FTI's solicitors regarding liquidator's costs
BR	David Whyte	Partner	Assets	29/10/2019	0.5	\$ 307.50	reviewed facility and security documentation relating to borrower/forward documents to trustee in bankruptcy of borrower
BR	David Whyte	Partner	Assets	29/10/2019	0.5	\$ 307.50	reviewed correspondence from our solicitors regarding information to be briefed to an expert in the proceedings against the auditors/reviewed documentation to be provided/forward to our solicitors for review
BR	David Whyte	Partner	Assets	29/10/2019	0.2	\$ 123.00	telephone conversation with our solicitors regarding information to be briefed to experts regarding proceedings against the auditors
BR	David Whyte	Partner	Assets	29/10/2019	0.3	\$ 184.50	reviewed consolidated particulars in respect of the proceedings against the auditors particularly in relation to one loan/discussed documents to be provided to expert with RW/email our solicitors regarding documents already uploaded and others to be sent

BR	David Whyte	Partner	Assets	29/10/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding experts accessing documents/forward to RW to arrange access/reviewed email from Clark Jarrold regarding documents used for consolidated particulars in respect of proceedings against the auditors
BR	David Whyte	Partner	Assets	29/10/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors regarding documentation to be provided to an expert/telephone conversation regarding same
BR	David Whyte	Partner	Assets	31/10/2019	0.2	\$ 123.00	reviewed documents held in support of review of loan including auditor work papers and in respect of proceedings against the auditors
BR	David Whyte	Partner	Assets	31/10/2019	0.2	\$ 123.00	reviewed correspondence from Arthur Taylor regarding borrower and information to be supplied to trustee in bankruptcy of guarantor/position vis a vis the expiry of security/reviewed documents
BR	David Whyte	Partner	Assets	31/10/2019	0.6	\$ 369.00	reviewed documentation to be provided to expert regarding one loan in relation to the proceedings against the auditors/prepared email to our solicitors regarding same
BR	David Whyte	Partner	Assets	31/10/2019	0.1	\$ 61.50	email receiver and manager of borrower regarding expected timeframe to finalise receivership and rectify
Audit	Clark Jarrold	Partner	Assets	10/05/2019	2.2	\$ 1,309.00	Review loan impairment work papers for another loan for each reporting period, review/consider collateral valuations, review/consider impairment assessments incl guarantees and vln thereof, consider basis of impairment calc as requested by our solicitors
Audit	Clark Jarrold	Partner	Assets	10/05/2019	1.4	\$ 833.00	Continue review loan impairment work papers for another loan for each period, review/consider collateral vlns, review/consider impairment assessments incl guarantees and vln thereof, consider basis of impairment calc as requested by our solicitors
Audit	Clark Jarrold	Partner	Assets	10/05/2019	0.8	\$ 476.00	Continue review loan impairment work papers for another loan for each period, review/consider collateral vlns, review/consider impairment assessments incl guarantees and vln thereof, consider basis of impairment calc as requested by our solicitors
Audit	Clark Jarrold	Partner	Assets	15/05/2019	0.4	\$ 238.00	Discuss with Julie status of work on last impairment calcn, issues to consider further, response from Arthur and matters still to be addressed by him, impact of cross guarantees re impairment calcs requested by our solicitors
Audit	Clark Jarrold	Partner	Assets	14/06/2019	1.1	\$ 654.50	Discussion with Gerry Collins re work undertaken for impairment calculations incl understanding collateral security, formulating strategies/assumptions for realisation, cross guarantee assessments, preparing calcs/work paper documents re same etc
Audit	Clark Jarrold	Partner	Assets	3/07/2019	0.6	\$ 369.00	Review email/consider matter raised by David Whyte re management representations and reliance thereon etc
Audit	Clark Jarrold	Partner	Assets	8/07/2019	0.6	\$ 369.00	Review query from our solicitors incl 3rd party notice, consider and identify relevant audit standards to consider in addressing query for fin statement and compliance audits etc
Audit	Clark Jarrold	Partner	Assets	9/07/2019	2.3	\$ 1,414.50	Review query from solicitors incl third party notice, consider/review relevant audit standards for fin stat audits and compliance audits, review compliance audit reports etc re considering mgmt representations, draft response to our solicitors re queries
Audit	Clark Jarrold	Partner	Assets	9/07/2019	2.6	\$ 1,599.00	Continue review query from solicitors incl third party notice, consider/review relevant audit standards for fin stat audits and compliance audits, review compliance audit reports etc re considering mgmt representations, draft response to our solicitors
Audit	Clark Jarrold	Partner	Assets	9/07/2019	1.2	\$ 738.00	Continue review query from solicitors incl third party notice, consider/review relevant audit standards for fin stat audits and compliance audits, review compliance audit reports etc re considering mgmt representations, draft response to our solicitors
Audit	Clark Jarrold	Partner	Assets	10/07/2019	2.4	\$ 1,476.00	Continue review query from solicitors incl third party notice, consider/review relevant audit standards for fin stat audits and compliance audits, review compliance audit reports etc re considering mgmt representations, draft response to our solicitors
Audit	Clark Jarrold	Partner	Assets	10/07/2019	0.4	\$ 246.00	Final review/check of comments for our solicitors re mgmt representations and complete email to our solicitors re same
Audit	Clark Jarrold	Partner	Assets	15/07/2019	0.5	\$ 307.50	Telephone conversation with David Whyte regarding status of proceedings against the auditors/work to be done/potential experts to be engaged

Audit	Clark Jarrold	Partner	Assets	15/07/2019	0.8	\$ 492.00	Review/consider information from David Whyte re possible expert witnesses for accounting/valuation issues, email response etc
Audit	Clark Jarrold	Partner	Assets	6/08/2019	0.6	\$ 369.00	Telephone conversation with David Whyte regarding potential appointments of experts in relation to the proceedings against EY/four potential experts
Audit	Clark Jarrold	Partner	Assets	6/08/2019	0.8	\$ 492.00	Consider update from David Whyte re conference with counsel and experts/matters etc required, follow up discussion with Wayne Bastford as to accounting and auditing experts that may be able to be engaged and advise David as to contact details etc
Audit	Clark Jarrold	Partner	Assets	8/08/2019	0.1	\$ 61.50	Follow up/consider possible experts for accounting/auditing/loss issues re EY claim and respond to David Whyte query re same
Audit	Clark Jarrold	Partner	Assets	13/08/2019	0.3	\$ 184.50	Telephone conversation with David Whyte regarding proceedings against the auditors/next steps/appointment of experts
Audit	Clark Jarrold	Partner	Assets	15/08/2019	1	\$ 615.00	Teleconference with David Whyte and Wayne Bastford regarding proceedings against EY and potential experts to be used in four categories
Audit	Clark Jarrold	Partner	Assets	26/08/2019	0.6	\$ 369.00	Telephone conversation with David Whyte regarding potential experts to be appointed in relation to the proceedings against the auditors
Audit	Clark Jarrold	Partner	Assets	28/08/2019	0.1	\$ 61.50	Phone discussion with David Whyte re meeting with Korda Mentha to discuss loss quantification for auditors claim
Audit	Clark Jarrold	Partner	Assets	2/09/2019	1.8	\$ 1,107.00	Attend meeting at Gadens to discuss loss calculation papers with solicitors and counsel re EY claim
Audit	Clark Jarrold	Partner	Assets	4/09/2019	0.3	\$ 184.50	Consider issues/requirements for list of questions re accounting matters etc as requested by our solicitors
Audit	Clark Jarrold	Partner	Assets	4/09/2019	0.3	\$ 184.50	Continue to consider issues/requirements for list of questions re accounting matters etc as requested by our solicitors
Audit	Clark Jarrold	Partner	Assets	5/09/2019	0.9	\$ 553.50	Read/consider email and related paper from our solicitors re matters for consideration/discussion at our meeting scheduled today re audit and accounting related issues re EY claim
Audit	Clark Jarrold	Partner	Assets	5/09/2019	0.8	\$ 492.00	Complete list of questions requested by our solicitors re accounting matters for our meeting today and forward to them for consideration
Audit	Clark Jarrold	Partner	Assets	5/09/2019	1.9	\$ 1,168.50	Meeting at Gadens with counsel and solicitors to discuss audit and accounting matters relevant to EY claim
Audit	Clark Jarrold	Partner	Assets	9/09/2019	1.8	\$ 1,107.00	Meeting at Gadens with counsel and solicitors to discuss further audit and accounting matters relevant to EY claim
Audit	Clark Jarrold	Partner	Assets	10/09/2019	0.7	\$ 430.50	Discussion with Julie Fagcu and our solicitors regarding EY documents incl gamx, hardcopy and USB incl contents within each, accessibility etc
Audit	Clark Jarrold	Partner	Assets	12/09/2019	0.3	\$ 184.50	Telephone discussion with David Whyte regarding loan summaries prepared by our lawyers for their use re EY claim
Audit	Clark Jarrold	Partner	Assets	12/09/2019	0.3	\$ 184.50	Review loan summaries for selection of items as requested by our lawyers re EY claim
Audit	Clark Jarrold	Partner	Assets	12/09/2019	1.6	\$ 984.00	Meeting with David Whyte and teleconference with our solicitors and counsel regarding selection of experts for proceedings against the auditors/determine next steps and further work to be done for briefs
Audit	Clark Jarrold	Partner	Assets	12/09/2019	0.3	\$ 184.50	Telephone conversation with Wayne Bastford and David Whyte regarding choice of experts in respect of proceedings against the auditors
Audit	Clark Jarrold	Partner	Assets	16/09/2019	1.5	\$ 922.50	Meeting with our solicitors and counsel regarding proceedings against the auditors/appointment of experts/instructions to experts and including meeting with two potential experts
Audit	Clark Jarrold	Partner	Assets	16/09/2019	0.5	\$ 307.50	Meeting with David Whyte and Craig/Julie regarding proceedings against the auditors/briefing of experts and provision of EY work papers/options in respect of same
Audit	Clark Jarrold	Partner	Assets	20/09/2019	0.4	\$ 246.00	Discuss with Julie Fagcu work plan for compilation of audit records as requested by our solicitors
Audit	Clark Jarrold	Partner	Assets	23/09/2019	0.8	\$ 492.00	Commence to review Defence document re LM matter re EY as requested by David Whyte

Audit	Clark Jarrold	Partner	Assets	24/09/2019	2.1	\$ 1,291.50	Continue to review Defence document re LM matter re EY as requested by David Whyte
Audit	Clark Jarrold	Partner	Assets	24/09/2019	0.6	\$ 369.00	Continue to review Defence document re LM matter re EY as requested by David Whyte
Audit	Clark Jarrold	Partner	Assets	24/09/2019	0.7	\$ 430.50	Continue to review Defence document re LM matter re EY as requested by David Whyte
Audit	Clark Jarrold	Partner	Assets	24/09/2019	0.4	\$ 246.00	Continue to review Defence document re LM matter re EY as requested by David Whyte
Audit	Clark Jarrold	Partner	Assets	24/09/2019	0.3	\$ 184.50	Phone discussion with David Whyte re EY defence doc, review thereof requested, timing for feedback etc
Audit	Clark Jarrold	Partner	Assets	25/09/2019	0.8	\$ 492.00	Continue to review Defence document re LM matter re EY as requested by David Whyte
Audit	Clark Jarrold	Partner	Assets	25/09/2019	1.8	\$ 1,107.00	Continue to review Defence document re LM matter re EY as requested by David Whyte
Audit	Clark Jarrold	Partner	Assets	25/09/2019	2.2	\$ 1,353.00	Continue to review Defence document re LM matter re EY as requested by David Whyte
Audit	Clark Jarrold	Partner	Assets	27/09/2019	0.9	\$ 553.50	Meeting with Craig to review EY Defence on 6FASOC pre meeting with DW and Gadens
Audit	Clark Jarrold	Partner	Assets	27/09/2019	1.5	\$ 922.50	Meeting with Craig to review EY Defence on 6FASOC pre meeting with DW and Gadens
Audit	Clark Jarrold	Partner	Assets	30/09/2019	1.9	\$ 1,166.50	Meeting with our solicitors and counsel regarding briefing of experts in respect of proceedings against the auditors meeting with David Whyte and Julie Pagcu
Audit	Clark Jarrold	Partner	Assets	30/09/2019	1.5	\$ 922.50	Meeting with our solicitors and counsel regarding defence lodged by the auditors/next steps in the proceedings/meeting with David Whyte and Craig Jenkins regarding reply to defence
Audit	Clark Jarrold	Partner	Assets	30/09/2019	0.4	\$ 246.00	Meeting with Julie Pagcu to discuss/review documents in prep for our meeting with our solicitors and counsel regarding briefing of experts in respect of proceedings against the auditors
Audit	Clark Jarrold	Partner	Assets	30/09/2019	0.3	\$ 184.50	Discuss with Julie Pagcu work plan following meeting with our solicitors and counsel
Audit	Clark Jarrold	Partner	Assets	30/09/2019	0.4	\$ 246.00	Discuss/review with Julie information requested by our solicitors and counsel re loss calculations
Audit	Clark Jarrold	Partner	Assets	1/10/2019	0.8	\$ 492.00	Meeting with David Whyte and contractor to review process for actual cash flows for loss calculations
Audit	Clark Jarrold	Partner	Assets	2/10/2019	0.4	\$ 246.00	Discuss with Arthur Taylor review of LM records relating to preparation of financial statements as discussed with our solicitors and counsel
Audit	Clark Jarrold	Partner	Assets	3/10/2019	0.2	\$ 123.00	Telephone conversation with David Whyte regarding loss calculations and supporting documents for proceedings against the auditors/work to be done
Audit	Clark Jarrold	Partner	Assets	4/10/2019	0.5	\$ 307.50	Review/assess impairment loss calculation status for last loan in sample as requested by our solicitors and work to be done to complete
Audit	Clark Jarrold	Partner	Assets	9/10/2019	0.3	\$ 184.50	Discuss with Julie prep of working papers provided by EY as requested by our solicitors and counsel. Incl status of hard copy docs and access re other docs
Audit	Clark Jarrold	Partner	Assets	9/10/2019	0.2	\$ 123.00	Discuss with Julie status of loan impairment calcs as requested by our solicitors, arrange compilation of documents for last loan impairment review/calcn incl discussion of remaining work to be done re this loan
Audit	Clark Jarrold	Partner	Assets	10/10/2019	1.6	\$ 984.00	Review and consider available information incl valuations, LM/EY work papers re impairment for impairment calc for loan with cross collateralised security and impact thereof re calns as requested by our solicitors
Audit	Clark Jarrold	Partner	Assets	11/10/2019	0.3	\$ 184.50	Continue review and consider available information incl valuations, LM/EY work papers re impairment for impairment calc for loan with cross collateralised security and impact thereof re calns as requested by our solicitors
Audit	Clark Jarrold	Partner	Assets	11/10/2019	0.4	\$ 246.00	Continue review and consider available information incl valuations, LM/EY work papers re impairment for impairment calc for loan with cross collateralised security and impact thereof re calns as requested by our solicitors
Audit	Clark Jarrold	Partner	Assets	11/10/2019	0.5	\$ 307.50	Continue review and consider available information incl valuations, LM/EY work papers re impairment for impairment calc for loan with cross collateralised security and impact thereof re calns as requested by our solicitors, email re experts
Audit	Clark Jarrold	Partner	Assets	11/10/2019	0.3	\$ 184.50	Review/consider materials/records incl emails etc from Arthur's findings re financial statements prep review as discussed with our solicitors
Audit	Clark Jarrold	Partner	Assets	11/10/2019	0.2	\$ 123.00	Discuss with Arthur findings from review of records relating to financial statements prep review and further work to do
Audit	Clark Jarrold	Partner	Assets	11/10/2019	0.2	\$ 123.00	Consider findings to date re financial statements review for periods selected and suggest further work with David Whyte

Audit	Clark Jarrold	Partner	Assets	15/10/2019	0.3	\$ 184.50	Telephone conversation with David Whyte regarding proceedings against the auditors/preparation of draft accounts and supporting documentation/status of proceedings generally/engagement of experts
Audit	Clark Jarrold	Partner	Assets	17/10/2019	0.2	\$ 123.00	Telephone discussions regarding EY audit file usage incl with Julie Pagcu
Audit	Clark Jarrold	Partner	Assets	17/10/2019	0.3	\$ 184.50	Review and discuss with Julie status of EY hardcopy audit work paper compilation as requested by our solicitors and further work to be done
Audit	Clark Jarrold	Partner	Assets	18/10/2019	0.6	\$ 369.00	Review/update the further loan impairment assessments requested by our solicitors, identify matters to be investigated further and amendments etc
Audit	Clark Jarrold	Partner	Assets	18/10/2019	2.1	\$ 1,291.50	Continue to review/update the further loan impairment assessments requested by our solicitors, identify matters to be investigated further and amendments etc
Audit	Clark Jarrold	Partner	Assets	19/10/2019	1.1	\$ 676.50	Continue to review/update the further loan impairment assessments requested by our solicitors, identify matters to be investigated further and amendments etc
Audit	Clark Jarrold	Partner	Assets	19/10/2019	2.1	\$ 1,291.50	Continue to review/update the further loan impairment assessments requested by our solicitors, identify matters to be investigated further and amendments etc
Audit	Clark Jarrold	Partner	Assets	21/10/2019	0.8	\$ 492.00	Continue review/update the further loan impairment assessments requested by our solicitors, identify matters to be investigated further and amendments etc, consider/assess issues noted, assess/consider approach/ impact of cross collateral securities etc
Audit	Clark Jarrold	Partner	Assets	21/10/2019	2.4	\$ 1,476.00	Continue review/update the further loan impairment assessments requested by our solicitors, identify matters to be investigated further and amendments etc, consider/assess issues noted, assess/consider approach/ impact of cross collateral securities etc
Audit	Clark Jarrold	Partner	Assets	21/10/2019	0.2	\$ 123.00	Review and assess response from Arthur to queries re loan impairment calculations requested by our solicitors
Audit	Clark Jarrold	Partner	Assets	22/10/2019	1.4	\$ 861.00	Meeting with David Whyte, Ryan Whyte, a contractor and experts in relation to the proceedings against the auditors and quantification of loss calculations
Audit	Clark Jarrold	Partner	Assets	22/10/2019	0.9	\$ 553.50	Meet with Julie to discuss matters noted in review/assessment of remaining loan impairment draft calculations incl further issues to investigate and address to complete re calcs requested by our solicitors
Audit	Clark Jarrold	Partner	Assets	23/10/2019	1.7	\$ 1,045.50	Review documents and assess loan impairment impacts, consider and draft commentary for impairment calcn work paper for cross collateralised security re loan impairment calcs requested by our solicitors
Audit	Clark Jarrold	Partner	Assets	24/10/2019	0.3	\$ 184.50	Discuss with Arthur information required to perform calcn of PV of cash flows for a loan for the impairment calcs requested by our solicitors
Audit	Clark Jarrold	Partner	Assets	24/10/2019	1.7	\$ 1,045.50	Meet with Julie to review background/documents for a loan, incl recent information advised by Arthur, to assess impairment calcn approach etc for calcs requested by our solicitors
Audit	Clark Jarrold	Partner	Assets	24/10/2019	0.6	\$ 369.00	Continue meeting with Julie to review background/documents for a loan, incl recent information advised by Arthur, to assess impairment calcn approach etc for calcs requested by our solicitors
Audit	Clark Jarrold	Partner	Assets	25/10/2019	0.4	\$ 246.00	Review and discuss with Julie assumptions regarding an option for loan impairment calculations requested by our solicitors
Audit	Clark Jarrold	Partner	Assets	31/10/2019	0.3	\$ 184.50	Discuss with Julie prepn of loan impairment work papers, also work done to date and current status of audit work papers incl hard copies for experts as requested by our solicitors as well as work plan going forward
Audit	Craig Jenkins	Partner	Assets	8/05/2019	0.6	\$ 315.00	Review of loan impairment Calculations
Audit	Craig Jenkins	Partner	Assets	8/05/2019	0.4	\$ 210.00	Review of Loan Impairment Calculations
Audit	Craig Jenkins	Partner	Assets	10/07/2019	0.6	\$ 315.00	Review response re ASA580 and auditor representations re EY defence
Audit	Craig Jenkins	Partner	Assets	10/07/2019	0.3	\$ 157.50	Review response re ASA580 and auditor representations re EY defence
Audit	Craig Jenkins	Partner	Assets	8/08/2019	0.4	\$ 210.00	Consider and respond regarding experts proposed and discuss 1 defendant
Audit	Craig Jenkins	Partner	Assets	29/08/2019	0.4	\$ 210.00	Consider and investigate other potential Compliance Plan expert candidates and communicate

Audit	Craig Jenkins	Partner	Assets	9/09/2019	0.8	\$ 420.00	Review of Creditors Report to 30/6/19
Audit	Craig Jenkins	Partner	Assets	16/09/2019	0.5	\$ 262.50	Meeting with our David/auditors regarding proceedings against the auditors/briefing of experts and provision of EY work papers/options in respect of same
Audit	Craig Jenkins	Partner	Assets	24/09/2019	2.7	\$ 1,417.50	Review EY Defence on 6FASOC
Audit	Craig Jenkins	Partner	Assets	25/09/2019	1.6	\$ 840.00	Review of EY Defence on 6 FASOC
Audit	Craig Jenkins	Partner	Assets	27/09/2019	1.5	\$ 787.50	Meeting with Clark to review EY Defence on 6FASOC pre meeting with DW and Gaders
Audit	Craig Jenkins	Partner	Assets	27/09/2019	0.9	\$ 472.50	Meeting with Clark to review EY Defence on 6FASOC pre meeting with DW and Gaders
Audit	Craig Jenkins	Partner	Assets	30/09/2019	0.5	\$ 262.50	Meet with DW and CJ re EY defence to 6FASOC
Audit	Craig Jenkins	Partner	Assets	30/09/2019	1	\$ 525.00	Met with DW and CJ re observations on EY's defence to 6FASOC
Audit	Craig Jenkins	Partner	Assets	14/10/2019	1.4	\$ 735.00	Review various emails re experts and respond appropriately with feedback regarding their skills/experience to act and also EY prep of a/c's evidence
Corporate Finance	Mark Whitaker	Partner	Assets	19/08/2019	1.6	\$ 928.00	consideration of the email sent by David Whyte, drafting email in relation to the IER requirements, discussions with David
BR	Arthur Taylor	Senior Manager	Assets	12/05/2019	0.3	\$ 145.50	For the auditor claim review and prepare for responding to a query Clark emailed me for the last loan he is preparing a hypothetical impairment calculation
BR	Arthur Taylor	Senior Manager	Assets	12/05/2019	0.8	\$ 388.00	For the auditor claim and responding to Clark's query, access the LM remote server to check if an extension had been granted to a Put Option, locate variation deed, review and email findings to Clark
BR	Arthur Taylor	Senior Manager	Assets	12/05/2019	1.6	\$ 776.00	For the auditor claim and responding to Clark's queries, check what the exercise price of the put option was at 30/6/08 and if it was sufficient to cover the loan balance at that date, review put option variations, valuations, auditor notes #1
BR	Arthur Taylor	Senior Manager	Assets	12/05/2019	1.1	\$ 533.50	For the auditor claim and responding to Clark's queries, check what the exercise price of the put option was at 30/6/08 and if it was sufficient to cover the loan balance at that date, review put option variations, valuations, auditor notes #2
BR	Arthur Taylor	Senior Manager	Assets	12/05/2019	0.6	\$ 291.00	For the auditor claim and responding to Clark's query, determine from when the additional security and deed of cross collateralisation was obtained by LM to support the subject loan
BR	Arthur Taylor	Senior Manager	Assets	12/05/2019	0.5	\$ 242.50	For the auditor claim and responding to Clark's query, determine why sales dropped off markedly in 2008 and then picked up again in mid 2009, review docs on the LM server and provide explanation to Clark
BR	Arthur Taylor	Senior Manager	Assets	12/05/2019	2	\$ 970.00	For the auditor claim and responding to Clark's query, determine how interest was serviced on the loan, what interest rates were applied, how net rental income was offset against interest
BR	Arthur Taylor	Senior Manager	Assets	12/05/2019	0.7	\$ 339.50	For the auditor claim, draft response to Clark's queries on a loan
BR	Arthur Taylor	Senior Manager	Assets	14/05/2019	0.5	\$ 242.50	For the auditor claim and query from Julie access LM remote server to find sales contracts for securities she identified, email a response to Julie
BR	Arthur Taylor	Senior Manager	Assets	20/05/2019	1.7	\$ 824.50	For the auditor claim and request for information from David on a former employee that was recently added to the auditor claim, interrogate emails of key personnel and forward results to David
BR	Arthur Taylor	Senior Manager	Assets	20/05/2019	2.5	\$ 1,212.50	For the auditor claim and responding to David's request for information on a former employee recently joined to the auditor claim, interrogate the email accounts of key personnel, locate info and save for sending tomorrow
BR	Arthur Taylor	Senior Manager	Assets	21/05/2019	0.2	\$ 97.00	For the auditor claim review and compile email to David with results of the email interrogation I conducted yesterday
BR	Arthur Taylor	Senior Manager	Assets	25/09/2019	1.6	\$ 800.00	For the auditor claim review the auditors' defence pages 1 to 25 and note comments for providing to David for further consideration
BR	Arthur Taylor	Senior Manager	Assets	25/09/2019	0.7	\$ 350.00	For the auditor claim review the defence received from the auditor's solicitors starting with the fundamental overview as regards the internal letters of advice, Form 100 risk considerations relating to the GFC

BR	Arthur Taylor	Senior Manager	Assets	26/09/2019	0.2	\$ 100.00	For the auditor claim, telecom with contractor regarding a meeting he is having with audit experts next week and information/documentation he requires to prepare for the meeting
BR	Arthur Taylor	Senior Manager	Assets	26/09/2019	0.4	\$ 200.00	For the auditor claim locate documentation and information required by contractor and email to him
BR	Arthur Taylor	Senior Manager	Assets	26/09/2019	1.2	\$ 600.00	For the auditor claim continue with reviewing the defence received from the auditors' solicitors' from page 29 to 40
BR	Arthur Taylor	Senior Manager	Assets	26/09/2019	0.3	\$ 150.00	For the auditor claim continue with review of the auditors' defence from page 41 to 45
BR	Arthur Taylor	Senior Manager	Assets	26/09/2019	1	\$ 500.00	For the auditors claim and reviewing the auditors' defence prepare a schedule outlining for all audit periods in the pleading % loans receivers appointed, loans in default or on the watch, non-compliant valuations and provision for impairment
BR	Arthur Taylor	Senior Manager	Assets	26/09/2019	2	\$ 1,000.00	For the auditor claim continue with reviewing the auditors' defence from page 46 to 100, recording notes and referring to our files to clarify several issues
BR	Arthur Taylor	Senior Manager	Assets	26/09/2019	1.4	\$ 700.00	For the auditors claim and review of the auditors' defence continue from page 101 to 144, including recording notes and referring to our files to clarify several issues
BR	Arthur Taylor	Senior Manager	Assets	27/09/2019	1.6	\$ 800.00	For the auditor claim continue with review of auditors' defence from page 144 to 162, record notes and observations for later submission to David
BR	Arthur Taylor	Senior Manager	Assets	27/09/2019	0.7	\$ 350.00	For the auditor claim and review of the auditors' defence continue review giving special attention to the broader implications of the hold strategy adopted by LM and acknowledged by EY in 7.5.5 (a) of their defence
BR	Arthur Taylor	Senior Manager	Assets	27/09/2019	1.1	\$ 550.00	For the auditor claim and review of the auditors' defence from page 163 to 246, recording note and observations for later submission to David for consideration
BR	Arthur Taylor	Senior Manager	Assets	30/09/2019	1.9	\$ 950.00	For the auditor claim and the auditors' defence, review all of my notes, records and observations and prepare my comments for submission to David for consideration, completing 10 detailed comments in this period.
BR	Arthur Taylor	Senior Manager	Assets	30/09/2019	1.1	\$ 550.00	For the auditor claim and the auditors' defence review all of my notes, records and observations and prepare my comments for submission to David for consideration, completing detailed comments in this period.
BR	Arthur Taylor	Senior Manager	Assets	2/10/2019	1.6	\$ 800.00	For the auditor claim review and consider email from our solicitors regarding the loan book schedule continue with my considerations and response. Finalise and submit response to our solicitors
BR	Arthur Taylor	Senior Manager	Assets	2/10/2019	0.1	\$ 50.00	For the auditor claim contact IT support, Jack Yang, to obtain a copy of former employees local drive
BR	Arthur Taylor	Senior Manager	Assets	2/10/2019	0.6	\$ 300.00	For the auditor claim review and consider email from our solicitors regarding the loan book schedule and provide a detailed response to their queries
BR	Arthur Taylor	Senior Manager	Assets	2/10/2019	0.4	\$ 200.00	Discuss with Clark Jarrold review of LM records relating to preparation of financial statements as discussed with our solicitors and counsel
BR	Arthur Taylor	Senior Manager	Assets	7/10/2019	0.4	\$ 200.00	For the auditor claim review email from David as regards the 3 assigned loans and inclusion in the FMIF loan book summary, prepare and forward an email explaining the position and seeking further instructions
BR	Arthur Taylor	Senior Manager	Assets	7/10/2019	0.1	\$ 50.00	For the auditor claim and further to telecom with Clark on 2/10 review all sources of info/records to categorically confirm financial statements were prepared by LM and then submitted to the auditor for consideration/comment/etc starting...c/f
BR	Arthur Taylor	Senior Manager	Assets	7/10/2019	0.9	\$ 450.00	b/f with a review of the folder for the auditor claim on our server. Find several docs that suggest LM provided PL and BS to the auditor and the auditor then prepared the financial statements
BR	Arthur Taylor	Senior Manager	Assets	7/10/2019	0.5	\$ 250.00	For the auditor claim and establishing who prepared the financials, review other auditor folders on our server
BR	Arthur Taylor	Senior Manager	Assets	7/10/2019	0.7	\$ 350.00	For the auditor claim and establishing who prepared the financial statements review workpapers and correspondence
BR	Arthur Taylor	Senior Manager	Assets	7/10/2019	0.7	\$ 350.00	For the auditor claim and establishing who prepared the fin statements, access LM remote server and review relevant folders and correspondence

BR	Arthur Taylor	Senior Manager	Assets	7/10/2019	1.4	\$ 700.00	For the auditor claim and interrogating the LM remote server to establish who prepared the fin statements, examine the Finance folder, several documents incl all info LM provided to the auditor for each audit
BR	Arthur Taylor	Senior Manager	Assets	7/10/2019	0.4	\$ 200.00	For the auditor claim gather and consider all docs and info found to establish who prepared the financial statements and load 4 key LM staff members emails to my Outlook account for interrogation
BR	Arthur Taylor	Senior Manager	Assets	7/10/2019	1.3	\$ 650.00	For the auditor claim and to answer who prepared LMIF's fin stts, sort through info and docs located, analyse and prepare outline for a draft response to Clark, to confirm who prepared the fin stts
BR	Arthur Taylor	Senior Manager	Assets	8/10/2019	0.1	\$ 50.00	For the auditor claims start reviewing LM emails indexed yesterday, starting with the Fin Controller that dealt with the auditor, locate emails for 31/12/08, 30/6/09, 31/12/09, 30/6/10; that confirm LM provided accounting c/f
BR	Arthur Taylor	Senior Manager	Assets	8/10/2019	1.4	\$ 700.00	b/f data and the auditor prepared the fin statements
BR	Arthur Taylor	Senior Manager	Assets	8/10/2019	1.1	\$ 550.00	telephone conversation with David Whyte regarding proceedings against the auditors/preparation of accounts and evidence relating to auditors involvement in preparing the accounts/further work to be done/ status of proceedings generally and work to be done
BR	Arthur Taylor	Senior Manager	Assets	8/10/2019	1.7	\$ 850.00	For the auditor claim and to determine author of fund fin sttrms & pursuant to telecom with David, collate info for 2 audit periods into 5 categories for showing the author was the auditor, check the remote server and LM emails
BR	Arthur Taylor	Senior Manager	Assets	8/10/2019	0.5	\$ 250.00	For the auditor claim and determining the author of the fund fin sttrms, discuss with Ryan my findings so far and ask him to review LM's records to confirm EY was the author
BR	Arthur Taylor	Senior Manager	Assets	8/10/2019	0.3	\$ 150.00	For the auditor claim and determining the author of the fund fin sttrms, discuss and resolve with Ryan the timing of the commencement of the audit and finalisation of the draft fin sttrms
BR	Arthur Taylor	Senior Manager	Assets	8/10/2019	0.1	\$ 50.00	For the auditor claim and determining the author of the fund fin sttrms, tel Ryan and ask him to make copies for Clark of the emails I refer to in my email response to his query
BR	Arthur Taylor	Senior Manager	Assets	8/10/2019	0.8	\$ 400.00	For the auditor claim and determining the author of the fund fin sttrms, prepare draft response to Clark
BR	Arthur Taylor	Senior Manager	Assets	8/10/2019	0.5	\$ 250.00	For the auditor claim and determining the author of the fund fin sttrms, continue with draft of response to Clark completing comments on one of the audit periods being considered
BR	Arthur Taylor	Senior Manager	Assets	8/10/2019	0.9	\$ 450.00	For the auditor claim and determining the author of the fund fin sttrms, for the preliminary draft complete the 2nd audit period under consideration across the 5 categories
BR	Arthur Taylor	Senior Manager	Assets	9/10/2019	0.1	\$ 50.00	For the auditor claim and pursuant to my telecom with David 8/10, update FMIF loan book summary schedule to exclude assigned loans post assignment 10/08, starting with 31/12/08 audit period, locate and delete all references to the loans, check - contd
BR	Arthur Taylor	Senior Manager	Assets	9/10/2019	0.5	\$ 250.00	contd: and amend all statistics - impairment, valuations, MIP, etc. Review audited financials to check total book debt for the period ties up with the schedule
BR	Arthur Taylor	Senior Manager	Assets	9/10/2019	0.1	\$ 50.00	For the auditor claim continue with amending the 31/12/08 schedule to exclude the assigned loans
BR	Arthur Taylor	Senior Manager	Assets	9/10/2019	1.1	\$ 550.00	contd 31/12/08 amendment: MIP, impairments, valuations to be updated, number of loans, reconcile to audited financials
BR	Arthur Taylor	Senior Manager	Assets	9/10/2019	0.2	\$ 100.00	For the auditor claim, telecom with Ryan regarding emails he is printing out for Clark and a query regarding opening attachments to the emails
BR	Arthur Taylor	Senior Manager	Assets	9/10/2019	0.6	\$ 300.00	For the auditor claim and Clark's query re author of fund fin sttrms review workpapers and correspondence/prepare summary
BR	Arthur Taylor	Senior Manager	Assets	9/10/2019	1	\$ 500.00	For the auditor claim and Clark's query re author of fund fin sttrms continue review workpapers and correspondence/prepare summary

BR	Arthur Taylor	Senior Manager	Assets	10/10/2019	0.1	\$ 50.00	For the auditor claim continue with amending the FMIIF loan book schedule, looking at the 30/6/09 audit period, exclude the assigned loans, checking the statistics for default loans, contd:
BR	Arthur Taylor	Senior Manager	Assets	10/10/2019	1.4	\$ 700.00	contd: val updates required, number of loans, reconcile back to financial statement, account for anomalies between financial statement and loan schedule
BR	Arthur Taylor	Senior Manager	Assets	10/10/2019	0.1	\$ 50.00	For the auditor claim continue with amending the FMIIF loan book schedule, looking at the 31/12/09 audit period, omitting the assigned loans, checking the statistics for default loans, contd:
BR	Arthur Taylor	Senior Manager	Assets	10/10/2019	0.9	\$ 450.00	contd: val updates required, number of loans, reconcile back to financial statement, account for anomalies between financial statement and loan schedule
BR	Arthur Taylor	Senior Manager	Assets	10/10/2019	0.1	\$ 50.00	For the auditor claim continue with amending the FMIIF loan book schedule, looking at the 30/6/10 audit period, exclude the assigned loans, checking the statistics for default loans, contd
BR	Arthur Taylor	Senior Manager	Assets	10/10/2019	0.6	\$ 300.00	contd: val updates required, number of loans, reconcile back to financial statement, account for anomalies between financial statement and loan schedule
BR	Arthur Taylor	Senior Manager	Assets	11/10/2019	0.2	\$ 100.00	For the auditor claim and updating the FMIIF loan book schedule for 30/6/10, reconcile difference between debt schedule from LM to the auditors and the financial statement for the audit period
BR	Arthur Taylor	Senior Manager	Assets	11/10/2019	0.1	\$ 50.00	For the auditor claim continue with amending the FMIIF loan book schedule, looking at the 30/12/10 audit period, exclude the assigned loans, checking the statistics for default loans, contd
BR	Arthur Taylor	Senior Manager	Assets	11/10/2019	0.5	\$ 250.00	contd: val updates required, number of loans, reconcile back to financial statement, account for anomalies between financial statement and loan schedule
BR	Arthur Taylor	Senior Manager	Assets	11/10/2019	0.1	\$ 50.00	For the auditor claim and regarding the author of the financial statements, Clark called and requested a look at 2 more audit periods, 31/12/10 and 30/6/11, to confirm my findings, and to also check what the auditors charges, contd:
BR	Arthur Taylor	Senior Manager	Assets	11/10/2019	0.2	\$ 100.00	contd: as opposed to the fees quoted in the various engagement letters
BR	Arthur Taylor	Senior Manager	Assets	11/10/2019	0.1	\$ 50.00	For the auditor claim continue with amending the FMIIF loan book schedule, looking at the 30/06/11 audit period, exclude the assigned loans, checking the statistics for default loans, contd
BR	Arthur Taylor	Senior Manager	Assets	11/10/2019	0.2	\$ 100.00	contd: val updates required, number of loans, reconcile back to financial statement, account for anomalies between financial statement and loan schedule
BR	Arthur Taylor	Senior Manager	Assets	11/10/2019	0.4	\$ 200.00	For the auditor claim and determining the author of the financial statements, respond to email query from Clark requesting copies of emails from the auditor to LM enclosing the draft financial statements
BR	Arthur Taylor	Senior Manager	Assets	11/10/2019	0.3	\$ 150.00	For the auditor claim and determining author of the financial statements, review emails necessary for the 31/12/11 and 30/6/12 audit periods
BR	Arthur Taylor	Senior Manager	Assets	11/10/2019	1	\$ 500.00	For the auditor claim and amending the FMIIF loan summary schedules, review and amend where necessary the 31/12/11 and 30/6/12 audit periods
BR	Arthur Taylor	Senior Manager	Assets	13/10/2019	0.1	\$ 50.00	#1 For the auditor claim and amending the FMIIF loan summary schedules for the 9 audit periods in the pleadings amend vals requiring update for loans with sub-loans, number of loans, incl, locating valuations for loans - contd:
BR	Arthur Taylor	Senior Manager	Assets	13/10/2019	0.1	\$ 50.00	#2 For the auditor claim and amending the FMIIF loan summary schedules for the 9 audit periods in the pleadings amend vals requiring update for loans with sub-loans, number of loans, incl, locating valuations for loans - contd:

BR	Arthur Taylor	Senior Manager	Assets	13/10/2019	1.6	\$ 800.00	#2 contd: previously not included because they were repaid in the next 12 months following the subject audit - this was previously not incl. for all audit periods and completing 31/12/08 audit period
BR	Arthur Taylor	Senior Manager	Assets	13/10/2019	0.9	\$ 450.00	#2 contd: previously not included because they were repaid in the next 12 months following subject audit - this was previously not incl. for all audit periods, locate valuations and loan info for these loans on the LM remote server and completing 30/6/08
BR	Arthur Taylor	Senior Manager	Assets	13/10/2019	0.1	\$ 50.00	#3 For the auditor claim and amending the FMIIF loan summary schedules for the 9 audit periods in the pleadings amend vals requiring update for loans with sub-loans, number of loans, incl. locating valuations for loans - contd:
BR	Arthur Taylor	Senior Manager	Assets	13/10/2019	0.7	\$ 350.00	#3 contd: previously not included because they were repaid in the next 12 months following the subject audit - this was previously not incl. for all audit periods and completing 30/06/09 audit period
BR	Arthur Taylor	Senior Manager	Assets	13/10/2019	0.1	\$ 50.00	# 4 For the auditor claim and amending the FMIIF loan summary schedules for the 9 audit periods in the pleadings amend vals requiring update for loans with sub-loans, number of loans, incl. locating valuations for loans - contd:
BR	Arthur Taylor	Senior Manager	Assets	13/10/2019	1	\$ 500.00	#4 contd: previously not included because they were repaid in the next 12 months following the subject audit - this was previously not incl. for all audit periods and completing 31/12/09 to 30/6/12 audit periods
BR	Arthur Taylor	Senior Manager	Assets	13/10/2019	1.1	\$ 550.00	For the auditor claim and amendment of the FMIIF loan book schedule, final check, including formatting and omission of highlights, etc and submit to our solicitors
BR	Arthur Taylor	Senior Manager	Assets	13/10/2019	0.6	\$ 300.00	In response to email from David regarding the bankrupt estate of a guarantor and request for info from the trustee in bankruptcy, access the LM remote server, locate and interrogate various documents, copy to our server fro further discussion with David
BR	Arthur Taylor	Senior Manager	Assets	14/10/2019	0.3	\$ 150.00	For the claim against guarantors and request from David to locate information requested by the trustee in bankruptcy, telecom with Ryan regarding the generation of Composer and AX loan statements for the subject loan from inception to current date
BR	Arthur Taylor	Senior Manager	Assets	14/10/2019	0.6	\$ 300.00	telephone conversation with David Whyte regarding proceedings against the auditors/review of audit papers for two audit periods/preparation of accounts and auditors involvement in preparing same
BR	Arthur Taylor	Senior Manager	Assets	14/10/2019	0.4	\$ 200.00	For the claim against guarantors and request from David to locate information requested by the trustee in bankruptcy, review loan statements generated by Ryan and put all info found into designated folder
BR	Arthur Taylor	Senior Manager	Assets	14/10/2019	0.1	\$ 50.00	For the claim against guarantors and request from David to locate information requested by the trustee in bankruptcy, discuss with Ryan queries regarding several entries in the Composer and AX loan statements he generated
BR	Arthur Taylor	Senior Manager	Assets	14/10/2019	0.3	\$ 150.00	For the claim against guarantors and request from David to locate information requested by the trustee in bankruptcy, complete compilation of info and confirm file location to David
BR	Arthur Taylor	Senior Manager	Assets	14/10/2019	0.1	\$ 50.00	For the auditor claim and confirming the author of the fin stmts, email Ryan and request he locate all payments made to the auditor for FMIIF audits from 30/6/08 to end 2012
BR	Arthur Taylor	Senior Manager	Assets	16/10/2019	0.3	\$ 150.00	For the auditor claim and responding to David's emails regarding the amended loan summary schedule and several queries he had, review the docs provided
BR	Arthur Taylor	Senior Manager	Assets	16/10/2019	0.3	\$ 150.00	For the claim against guarantors and information requested by the trustee in bankruptcy, review loan statements and ask Ryan to update AX loan statements to reflect current balance including interest accruals and receipts to current date

BR	Arthur Taylor	Senior Manager	Assets	16/10/2019	0.1	\$ 50.00	#1 For the auditor claim and responding to David's emails regarding the amended loan summary schedule and several queries he had, continue reviewing the docs provided, further interrogate LM emails, locate engagement letter 31/12/08 audit contd:
BR	Arthur Taylor	Senior Manager	Assets	16/10/2019	1.9	\$ 950.00	#2 contd: prepare and forward detailed response to David
BR	Arthur Taylor	Senior Manager	Assets	20/10/2019	0.1	\$ 50.00	For the claim against guarantors and information requested by the trustee in bankruptcy, check if loan AX loan statements have been updated to reflect current balance including interest accruals and receipts, note to call Ryan 21/10 and query
BR	Arthur Taylor	Senior Manager	Assets	21/10/2019	0.1	\$ 50.00	For the auditor claim discuss with Clark several queries he has regarding impairment calculations he is reviewing
BR	Arthur Taylor	Senior Manager	Assets	21/10/2019	0.4	\$ 200.00	For the auditor claim review query from Clark as regards a loan he is completing an impairment calc on and a security property sold circa 2010; amount recovered?, details of the sale? access LM server
BR	Arthur Taylor	Senior Manager	Assets	21/10/2019	0.4	\$ 200.00	For the auditor claim continue with query from Clark as regards a loan he is completing an impairment calc on and a security property sold circa 2010; amount recovered?, details of the sale? access LM server
BR	Arthur Taylor	Senior Manager	Assets	21/10/2019	1.7	\$ 850.00	For the auditor claim continue with query from Clark as regards a loan he is completing an impairment calc on and a security property sold circa 2010; amount recovered?, details of the sale? access LM server conduct thorough search
BR	Arthur Taylor	Senior Manager	Assets	21/10/2019	0.1	\$ 50.00	For the auditor claim and responding to Clark's queries as regards a sale in circa 2010, ask Ryan to check on Composer if there are any details stored together with and relating to a loan reduction on 18/11/10 for the specific loan
BR	Arthur Taylor	Senior Manager	Assets	21/10/2019	0.1	\$ 50.00	For the auditor claim and the Composer loan statement Ryan generated as regards the loan Clark is looking at, discuss and confirm with Ryan that there is no direct mention of the security property in the screen shots
BR	Arthur Taylor	Senior Manager	Assets	21/10/2019	0.5	\$ 250.00	For the auditor claim and Clark's query, complete interrogation and compile information and documents located, draft detailed response to Clark
BR	Arthur Taylor	Senior Manager	Assets	21/10/2019	0.2	\$ 100.00	For the auditor claim, complete detailed response to Clark's query as regards sales details and amount recovered for a loan he is completing an impairment calculation, submit response
BR	Arthur Taylor	Senior Manager	Assets	21/10/2019	0.2	\$ 100.00	For the claim against guarantors and information requested by the trustee in bankruptcy, discuss with Ryan status of AX loan statement updates
BR	Arthur Taylor	Senior Manager	Assets	21/10/2019	0.1	\$ 50.00	#1 For the auditor claim and a further query raised by Clark for another loan he is preparing an impairment calculation, review the LM remote server to determine why 4 properties that sold for \$150K only resulted in loan reductions of \$100K contd:
BR	Arthur Taylor	Senior Manager	Assets	21/10/2019	1.1	\$ 550.00	#2 contd: review borrower folders, audit folders, arrears management folders and compliance folders; locate several documents relating to the securities, but not answering query, to continue server review tomorrow
BR	Arthur Taylor	Senior Manager	Assets	22/10/2019	0.1	\$ 50.00	#1 For the auditor claim and Clark's query about the sale of 4 lots, continue review of LM electronic records to determine why 4 properties sold for \$150 K settled for \$100K, review various correspondence relating to controlship appointments contd:
BR	Arthur Taylor	Senior Manager	Assets	22/10/2019	0.7	\$ 350.00	For the auditor claim and responding to Clark's query about the sale of 4 lots, continue with review of correspondence and documentation, resolving anomalies and errors in correspondence
BR	Arthur Taylor	Senior Manager	Assets	22/10/2019	1.9	\$ 950.00	For the auditor claim and Clark's query regarding the sale of 2 properties, collate all info and docs, prepare a combined findings response, and submit to Clark
BR	Arthur Taylor	Senior Manager	Assets	22/10/2019	0.1	\$ 50.00	#1 For the auditor claim and further queries from Clark regarding a loan he is completing an impairment calculation starting reviewing LM electronic records and gathering information relating to put options, sales, demands, security docs, vals contd:
BR	Arthur Taylor	Senior Manager	Assets	22/10/2019	1.1	\$ 550.00	#2 contd: settlement statements, and other sundry docs for analysing tomorrow
BR	Arthur Taylor	Senior Manager	Assets	22/10/2019	2.1	\$ 1,050.00	#2 contd: related security properties, resolving anomalies in these documents, undertaking from the borrower to pay \$200K towards the settlement of 4 lots and if it relates to the subject lots, ASIC notices of appointment and cessation

BR	Arthur Taylor	Senior Manager	Assets	23/10/2019	0.1	\$ 50.00	#1 For the auditor claim and further queries from Clark regarding a loan he is completing an impairment calculation, analyse all docs starting with reviewing the put option and if it was honoured cont:
BR	Arthur Taylor	Senior Manager	Assets	23/10/2019	0.9	\$ 450.00	#2 contd: option was not honoured, 34 units remained after 20/5/09, review NEPS issued 4/09, other demands in 2/09, how GST was treated at settlement post 5/09, and note borrower was suing his lawyers, check LM remote server for why
BR	Arthur Taylor	Senior Manager	Assets	23/10/2019	1.1	\$ 550.00	For the auditor claim and Clark's further query check on LM remote server why the borrower was suing his lawyers and did this impact on the sales rate? Locate correspondence relating to sales and legal action
BR	Arthur Taylor	Senior Manager	Assets	23/10/2019	0.3	\$ 150.00	For the auditor claim and Clark's further query, interrogate emails located regarding the borrower suing his lawyers to determine if this slowed sales rate.
BR	Arthur Taylor	Senior Manager	Assets	23/10/2019	0.1	\$ 50.00	#1 For the auditor claim and Clark's further query, collate all relevant info/docs located, prepare response to Clark explaining the reasons for post 6/09 the increase in sales rates, the lower discounts on sales achieved, cont:
BR	Arthur Taylor	Senior Manager	Assets	23/10/2019	2.4	\$ 1,200.00	#2 and how GST was accounted for in settlement receipts to LM
BR	Arthur Taylor	Senior Manager	Assets	23/10/2019	0.4	\$ 200.00	For the auditor claim review, finalise and forward response to Clark regarding his further query for a loan he is preparing impairment calculations for, consider all info found, review findings and forward response to Clark
BR	Arthur Taylor	Senior Manager	Assets	23/10/2019	0.1	\$ 50.00	For the auditor claim respond to Clark's final query regarding the cross collateralisation of a loan he is preparing impairment calculations for
BR	Arthur Taylor	Senior Manager	Assets	23/10/2019	0.1	\$ 50.00	For the auditor claim discuss with Clark my various responses and his view about how to complete his impairment calculations
BR	Arthur Taylor	Senior Manager	Assets	24/10/2019	0.1	\$ 50.00	For the auditor claim discuss with Clark and Julie queries they had about a loan that was relied on due to cross collateralisation the effective interest rate and a copy of the loan statement
BR	Arthur Taylor	Senior Manager	Assets	24/10/2019	0.4	\$ 200.00	For the auditor claim and discussion with Clark and Julie, locate and forward various documents confirming effective interest rate, loan history and loan statements for the subject loan on the LM remote server and our existing records
BR	Arthur Taylor	Senior Manager	Assets	24/10/2019	0.3	\$ 150.00	For the auditor claim and using monitoring doc from our solitors, starting from request 1 and reviewing up to request 13, no impact found due to change in FMIIF summary loan schedules
BR	Arthur Taylor	Senior Manager	Assets	24/10/2019	0.8	\$ 400.00	For the auditor claim and using monitoring doc from our solitors, continuing from 14 (para 63 of the consolidated particulars), review correspondence and note impact found due to change in FMIIF summary loan schedules
BR	Arthur Taylor	Senior Manager	Assets	24/10/2019	0.6	\$ 300.00	For the auditor claim and using monitoring doc from our solitors, continuing from 15 (para 64) to 55 (para 162) of the consolidated particulars), review correspondence, noted impact found due to change in FMIIF summary loan schedules
BR	Arthur Taylor	Senior Manager	Assets	24/10/2019	0.3	\$ 150.00	Discuss with Clark information required to perform calcn of PV of cash flows for a loan for the impairment calcs requested by our solitors
BR	Arthur Taylor	Senior Manager	Assets	24/10/2019	0.8	\$ 400.00	For the auditor claim access LM remote server and look for put option agreement in 2008 requested by Clark
BR	Arthur Taylor	Senior Manager	Assets	24/10/2019	0.1	\$ 50.00	#1 For the auditor claim and determining the impact of changes to the FMIIF loan schedule to the consolidated particulars, download the documents sent via ingtail link and start reviewing particulars filed 6/12/18 of 121 pages and identify cont:
BR	Arthur Taylor	Senior Manager	Assets	24/10/2019	0.7	\$ 350.00	#2 contd: particulars that may refer to and use material from the FMIIF summary loan schedule, 22 matters to be looked at including annexures tomorrow
BR	Arthur Taylor	Senior Manager	Assets	24/10/2019	0.5	\$ 250.00	For the auditor claim review consolidated particulars to ascertain any changes that need to be made as a result of the changes to the FMIIF loan book schedule, review records of our input, locate Counsel's monitoring doc

BR	Arthur Taylor	Senior Manager	Assets	24/10/2019	0.2	\$ 100.00	For the auditor claim and reviewing the consolidated particulars discuss with our solicitors version of document used to monitor our response to particulars, relevant version located and forwarded
BR	Arthur Taylor	Senior Manager	Assets	24/10/2019	0.4	\$ 200.00	For the auditor claim and ascertaining impact of changes to FMIF loan book summaries on consolidated particulars, start reviewing several filed Plaintiffs Consolidated Particulars for identifying any impact
BR	Arthur Taylor	Senior Manager	Assets	24/10/2019	0.2	\$ 100.00	For the auditor claim and ascertaining impact of changes to FMIF loan book summaries, discuss with our solicitors most current plaintiff consolidated particulars and fFASOC, copies forwarded to me via highlight link
BR	Arthur Taylor	Senior Manager	Assets	25/10/2019	0.1	\$ 50.00	Discuss with Ryan retrieval of LM boxes (hard copy records) from our solicitors and returning to Grace Records
BR	Arthur Taylor	Senior Manager	Assets	25/10/2019	0.1	\$ 50.00	#1 For the auditor claim continue reviewing consolidated particulars to assess impact if any of changes to FMIF loan summary schedules, starting with consolidated particulars of 29/3/19, 54 pages plus annexures, and review up to page 25, noting contd:
BR	Arthur Taylor	Senior Manager	Assets	25/10/2019	1.3	\$ 650.00	#2 contd: various annexures, issues to look at after completing review of 29/3/19 consolidated particulars
BR	Arthur Taylor	Senior Manager	Assets	25/10/2019	0.1	\$ 50.00	#1 For the auditor claim continue reviewing consolidated particulars to assess impact if any of changes to FMIF loan summary schedules, starting with consolidated particulars of 29/3/19, 54 pages plus annexures, and review from pg 25 to 54, noting contd:
BR	Arthur Taylor	Senior Manager	Assets	25/10/2019	0.9	\$ 450.00	#2 contd: various annexures, issues to look at after completing review of 29/3/19 consolidated particulars
BR	Arthur Taylor	Senior Manager	Assets	28/10/2019	1.3	\$ 650.00	For the auditor claim and the impact changes to FMIF loan summary schedules may have on consolidated particulars, continue reviewing all paras and annexures to the particulars identified last week, identify several annexures requiring amendment
BR	Arthur Taylor	Senior Manager	Assets	28/10/2019	0.1	\$ 50.00	For the query from the trustee in bankruptcy as regards a FMIF loan, access LM remote server and locate guarantee, the loan agreement and the deed of cross collateralisation
BR	Arthur Taylor	Senior Manager	Assets	28/10/2019	0.9	\$ 450.00	For the auditor claim ascertain the impact of the changes to the FMIF loan book summary schedule on the liquidity testing exercise conducted in late 2018, locate and review original calculations
BR	Arthur Taylor	Senior Manager	Assets	28/10/2019	0.6	\$ 300.00	For the query from the trustee in bankruptcy as regards a FMIF loan, review David's response to the documents located, esp the deed of cross and it being valid for 90 days, discuss with David and review electronic records to confirm the deed lapsed
BR	Arthur Taylor	Senior Manager	Assets	28/10/2019	0.7	\$ 350.00	For the auditor claim and the impact changes to FMIF loan summary schedules may have on consolidated particulars, review all paras and annexures to the particulars identified last week
BR	Arthur Taylor	Senior Manager	Assets	28/10/2019	0.2	\$ 100.00	For the query from the trustee in bankruptcy as regards a FMIF loan, review and respond to David's email alerting me the trustee will be making the query directly to the trustee of fund
BR	Arthur Taylor	Senior Manager	Assets	29/10/2019	1.7	\$ 850.00	For the auditor claim ascertain impact of changes to FMIF loan book schedule on the liquidity testing exercise conducted late 2018, continue reviewing the original calculations to determine if changes forward findings to David
BR	Arthur Taylor	Senior Manager	Assets	31/10/2019	0.9	\$ 450.00	For the queries raised by the trustee in bankruptcy for an FMIF loan, access the LM remote server to determine when the new financial accommodation was first drawn on and when the deed of priority lapsed, review and advise David the deed lapsed 4/1/107
BR	Arthur Taylor	Senior Manager	Assets	31/10/2019	0.5	\$ 250.00	For the queries raised by the trustee in bankruptcy for an FMIF loan receive FMIF AX loan statements for the loan dumped into Excel and update interest calculations from 2/15 to current date, call Ryan to discuss
BR	Arthur Taylor	Senior Manager	Assets	31/10/2019	0.6	\$ 300.00	Telecon with Ryan Whyte, Review loan statements for bankrupt estate of a guarantor of a FMIF loan. Prepare calculations on the accrued interest up to today's date

BRK	Arthur Taylor	Senior Manager	Assets	31/10/2019	1.9	\$ 950.00	For the queries raised by the trustee in bankruptcy and AX loan statement converted to Excel, update loan statement manually, strip out bad debts and add accrued interest from 1/14 to 31/10/19
Audit	Julie Pagcu	Associate Director	Assets	13/05/2019	1.2	\$ 540.00	Drafting loan impairment calculation report re claim against EY
Audit	Julie Pagcu	Associate Director	Assets	13/05/2019	1.5	\$ 675.00	Drafting loan impairment calculation report re claim against EY
Audit	Julie Pagcu	Associate Director	Assets	13/05/2019	1.9	\$ 855.00	Drafting loan impairment calculation report re claim against EY
Audit	Julie Pagcu	Associate Director	Assets	13/05/2019	1.9	\$ 855.00	Drafting loan impairment calculation report re claim against EY
Audit	Julie Pagcu	Associate Director	Assets	13/05/2019	1.2	\$ 540.00	Drafting loan impairment calculation report re claim against EY
Audit	Julie Pagcu	Associate Director	Assets	14/05/2019	1.3	\$ 585.00	Drafting loan impairment calculation report re claim against EY
Audit	Julie Pagcu	Associate Director	Assets	14/05/2019	0.7	\$ 315.00	Drafting loan impairment calculation report re claim against EY
Audit	Julie Pagcu	Associate Director	Assets	14/05/2019	0.5	\$ 225.00	Drafting loan impairment calculation report re claim against EY
Audit	Julie Pagcu	Associate Director	Assets	14/05/2019	0.4	\$ 180.00	Drafting loan impairment calculation report re claim against EY
Audit	Julie Pagcu	Associate Director	Assets	14/05/2019	1.4	\$ 630.00	Drafting loan impairment calculation report re claim against EY
Audit	Julie Pagcu	Associate Director	Assets	15/05/2019	0.4	\$ 180.00	Discuss with Clark status of work on last impairment calcn. issues to consider further, response from Arthur and matters still to be addressed by him, impact of cross guarantees re impairment calcons requested by our solicitors
Audit	Julie Pagcu	Associate Director	Assets	6/09/2019	1	\$ 450.00	Creditor reporting: Review of 30 June 2019 management accounts (including review of trial balance).
Audit	Julie Pagcu	Associate Director	Assets	6/09/2019	0.3	\$ 135.00	Creditor reporting: Review of 30 June 2019 management accounts (including review of trial balance).
Audit	Julie Pagcu	Associate Director	Assets	10/09/2019	0.7	\$ 315.00	Discussion with Clark J and our solicitors regarding EY documents incl gamx, hardcopy and USB incl contents within each, accessibility etc
Audit	Julie Pagcu	Associate Director	Assets	10/09/2019	0.3	\$ 135.00	Creditor reporting: Review of 30 June 2019 management accounts (including review of trial balance).
Audit	Julie Pagcu	Associate Director	Assets	10/09/2019	0.2	\$ 90.00	Creditor reporting: Review of 30 June 2019 management accounts (including review of trial balance).
Audit	Julie Pagcu	Associate Director	Assets	16/09/2019	0.5	\$ 225.00	meeting with David Whyte, Craig J, Clark J regarding proceedings against the auditors/briefing of experts and provision of EY work papers/options in respect of same
Audit	Julie Pagcu	Associate Director	Assets	20/09/2019	0.4	\$ 180.00	Discuss with Clark work plan for completion of audit records as requested by our solicitors
Audit	Julie Pagcu	Associate Director	Assets	26/09/2019	0.8	\$ 360.00	Checking the loss calculation work papers for meeting with our solicitors and counsel
Audit	Julie Pagcu	Associate Director	Assets	27/09/2019	1.1	\$ 495.00	Checking the loss calculation work papers for meeting with our solicitors and counsel
Audit	Julie Pagcu	Associate Director	Assets	30/09/2019	0.4	\$ 180.00	Meeting with Clark Jarrold to discuss/review documents in prep for our meeting with our solicitors and counsel regarding briefing of experts in respect of proceedings against the auditors
Audit	Julie Pagcu	Associate Director	Assets	30/09/2019	1.9	\$ 855.00	Meeting with our solicitors and counsel regarding briefing of experts in respect of proceedings against the auditors meeting with David Whyte and Clark Jarrold
Audit	Julie Pagcu	Associate Director	Assets	30/09/2019	1.6	\$ 720.00	Review of the supporting documents (loss calculation) before providing to our solicitors in respect of proceedings against the auditors.
Audit	Julie Pagcu	Associate Director	Assets	30/09/2019	0.3	\$ 135.00	Discuss with Clark work plan following meeting with our solicitors and counsel
Audit	Julie Pagcu	Associate Director	Assets	30/09/2019	0.4	\$ 180.00	Discuss/review with Clark information requested by our solicitors and counsel re loss calculations
Audit	Julie Pagcu	Associate Director	Assets	30/09/2019	1	\$ 450.00	Review of the supporting documents (loss calculation) before providing to our solicitors in respect of proceedings against the auditors.
Audit	Julie Pagcu	Associate Director	Assets	30/09/2019	0.3	\$ 135.00	Review of the supporting documents (loss calculation) before providing to our solicitors in respect of proceedings against the auditors.
Audit	Julie Pagcu	Associate Director	Assets	9/10/2019	0.7	\$ 315.00	Sorting the EY work papers to be used by the experts as requested by our lawyers
Audit	Julie Pagcu	Associate Director	Assets	9/10/2019	0.7	\$ 315.00	Arranging for EY work papers for certain loans for impairment reviews as requested by our solicitors
Audit	Julie Pagcu	Associate Director	Assets	9/10/2019	1	\$ 450.00	Arranging for EY work papers for certain loans for impairment reviews as requested by our solicitors

Audit	Julie Pagcu	Associate Director	Assets	17/10/2019	0.2 \$	90.00	Telephone discussions regarding EY audit file usage incl with Clark
Audit	Julie Pagcu	Associate Director	Assets	17/10/2019	0.3 \$	135.00	Review and discuss with Clark status of EY hardcopy audit work paper compilation as requested by our solictors and further work to be done
Audit	Julie Pagcu	Associate Director	Assets	22/10/2019	0.9 \$	405.00	Meet with Clark to discuss matters noted in review/assessment of remaining loan impairment draft calculations incl further issues to investigate and address to complete re calcs requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	24/10/2019	0.6 \$	270.00	Continue meeting with Clark to review background/documents for a loan, incl recent information advised by Arthur, to assess impairment calcn approach etc for calcns requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	24/10/2019	1.7 \$	765.00	Meet with Clark to review background/documents for a loan, incl recent information advised by Arthur, to assess impairment calcn approach etc for calcns requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	24/10/2019	0.4 \$	180.00	Initial review of compilation of EY work papers as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	25/10/2019	0.6 \$	270.00	Preparing impairment calculations for a loan, using recent information gathered as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	25/10/2019	0.9 \$	405.00	Preparing impairment calculations for a loan, using recent information gathered as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	25/10/2019	0.4 \$	180.00	Review and discuss with Clark assumptions regarding an option for loan impairment calculations requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	25/10/2019	0.3 \$	135.00	Preparing impairment calculations for a loan, using recent information gathered as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	25/10/2019	1.1 \$	495.00	Preparing impairment calculations for a loan, using recent information gathered as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	25/10/2019	0.3 \$	135.00	Preparing impairment calculations for a loan, using recent information gathered as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	25/10/2019	1.3 \$	585.00	Preparing impairment calculations for a loan, using recent information gathered as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	25/10/2019	0.3 \$	135.00	Preparing impairment calculations for a loan, using recent information gathered as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	25/10/2019	1.7 \$	765.00	Preparing impairment calculations for a loan, using recent information gathered as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	28/10/2019	1.2 \$	540.00	Preparing impairment calculations for a loan, using recent information gathered as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	28/10/2019	0.7 \$	315.00	Preparing impairment calculations for a loan, using recent information gathered as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	28/10/2019	0.7 \$	315.00	Preparing impairment calculations for a loan, using recent information gathered as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	28/10/2019	1.7 \$	765.00	Preparing impairment calculations for a loan, using recent information gathered as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	28/10/2019	1.2 \$	540.00	Preparing impairment calculations for a loan, using recent information gathered as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	29/10/2019	1.5 \$	675.00	Checking sorted EY work papers per reporting period as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	29/10/2019	1.5 \$	675.00	Checking sorted EY work papers per reporting period as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	29/10/2019	0.2 \$	90.00	Checking sorted EY work papers per reporting period as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	30/10/2019	1.3 \$	585.00	Checking sorted EY work papers per reporting period as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	30/10/2019	0.9 \$	405.00	Checking sorted EY work papers per reporting period as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	30/10/2019	1.6 \$	720.00	Checking sorted EY work papers per reporting period as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	30/10/2019	1.8 \$	810.00	Checking sorted EY work papers per reporting period as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	31/10/2019	1.4 \$	630.00	Checking sorted EY work papers per reporting period as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	31/10/2019	0.7 \$	315.00	Checking sorted EY work papers per reporting period as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	31/10/2019	1.1 \$	495.00	Checking sorted EY work papers per reporting period as requested by our solictors
Audit	Julie Pagcu	Associate Director	Assets	31/10/2019	0.7 \$	315.00	Checking sorted EY work papers per reporting period as requested by our solictors

Audit	Julie Pagcu	Associate Director	Assets	31/10/2019	1.5	\$ 675.00	Checking sorted EY work papers per reporting period as requested by our solicitors
Audit	Julie Pagcu	Associate Director	Assets	31/10/2019	0.7	\$ 315.00	Checking sorted EY work papers per reporting period as requested by our solicitors
Audit	Julie Pagcu	Associate Director	Assets	31/10/2019	0.3	\$ 135.00	Discuss with Clark Jarrald re work impairment work papers, also work done to date and current status of audit work papers incl hard copies for experts as requested by our solicitors as well as work plan going forward
BR	Alastair Raphael	Associate Director	Assets	1/05/2019	0.2	\$ 97.00	Considered email from our solicitor on proposed distribution calculation and email to David Whyte on distribution and additional considerations for calculations.
BR	Alastair Raphael	Associate Director	Assets	1/05/2019	1.6	\$ 776.00	Reviewed calculations in affidavit for hearing on feeder fund settlement, liaising with our solicitors regarding same and meeting with David Whyte and our solicitors to finalise affidavit.
BR	Alastair Raphael	Associate Director	Assets	1/05/2019	0.3	\$ 145.50	Telephone call from our solicitor regarding calculation of different distribution scenarios for inclusion in the Feeder Funds settlement hearing.
BR	Alastair Raphael	Associate Director	Assets	1/05/2019	0.5	\$ 242.50	Telephone discussion with David Whyte regarding impact of changes to Feeder Fund Settlement interpretation and calculations and approach for documenting same.
BR	Alastair Raphael	Associate Director	Assets	1/05/2019	1.9	\$ 921.50	Updated calculations for Feeder Fund Settlement, discussed with David Whyte, prepared summary of changes and comparison to Affidavit to send to Feeder Funds.
BR	Alastair Raphael	Associate Director	Assets	1/05/2019	0.3	\$ 145.50	Considered email from our solicitors regarding interpretation of Feeder fund settlement calculations, reviewed calculations and telephone discussion with our solicitor regarding same.
BR	Alastair Raphael	Associate Director	Assets	2/05/2019	6.5	\$ 3,152.50	Meeting with our solicitors regarding calculations for Feeder Fund Settlement. Attended court for Feeder Fund Settlement hearing and assisted with updated calculations circulated to parties during negotiations
BR	Alastair Raphael	Associate Director	Assets	2/05/2019	0.3	\$ 145.50	Updated Feeder Fund Settlement model and forwarded to David Whyte.
BR	Alastair Raphael	Associate Director	Assets	3/05/2019	1.2	\$ 582.00	Considered email regarding change to Feeder Fund Settlement Model, updated master and emailed with explanations to our Solicitors and the Feeder Funds.
BR	Alastair Raphael	Associate Director	Assets	3/05/2019	0.6	\$ 291.00	Telephone discussions and emails with Feeder Funds and our solicitors regarding further change to the Feeder Fund Settlement model and update of same.
BR	Charles Haines	Associate Director	Assets	19/09/2019	0.2	\$ 105.00	Litigation update and strategy discussion
BR	George Lethbridge	Accountant	Assets	1/05/2019	0.3	\$ 66.00	Discussion with Alastair Raphael's regarding the calculations for the Feeder Fund settlement distribution adjustments. Reviewed calculations and discussed further.
BR	Gerry Collins	Partner	Assets	14/06/2019	1.1	\$ 654.50	Discussion with Clark Jarrald re work undertaken for impairment calculations incl understanding collateral security, formulating strategies/assumptions for realisation, cross guarantee assessments, preparing calcns/work paper documents re same etc
BR	Jordan Devery	Graduate Accountant	Assets	20/09/2019	4	\$ 900.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	20/09/2019	0.5	\$ 112.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	20/09/2019	1.4	\$ 315.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	23/09/2019	3.5	\$ 787.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	23/09/2019	0.5	\$ 112.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	23/09/2019	2.7	\$ 607.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.

BR	Jordan Devery	Graduate Accountant	Assets	24/09/2019	1.2	\$ 270.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	9/10/2019	0.4	\$ 90.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	9/10/2019	0.6	\$ 135.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	9/10/2019	0.5	\$ 112.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	9/10/2019	0.3	\$ 67.50	Review LM employees emails to the former auditors in relation to draft financial statements and print for Clark Jarrold and David Whykes review. Re claim against the auditors.
BR	Jordan Devery	Graduate Accountant	Assets	9/10/2019	0.4	\$ 90.00	Review LM employees emails to the former auditors in relation to draft financial statements and print for Clark Jarrold and David Whykes review. Re claim against the auditors.
BR	Jordan Devery	Graduate Accountant	Assets	9/10/2019	0.3	\$ 67.50	Review LM employees emails to the former auditors in relation to draft financial statements and print for Clark Jarrold and David Whykes review. Re claim against the auditors.
BR	Jordan Devery	Graduate Accountant	Assets	10/10/2019	2.6	\$ 585.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	10/10/2019	2.3	\$ 517.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	10/10/2019	1.7	\$ 382.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	15/10/2019	2.2	\$ 495.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	16/10/2019	0.9	\$ 202.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	16/10/2019	2.9	\$ 652.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	16/10/2019	1.2	\$ 270.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	18/10/2019	0.2	\$ 45.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	21/10/2019	0.3	\$ 67.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. File documents by financial period and by audit document type. RE claim against the former auditors.
BR	Jordan Devery	Graduate Accountant	Assets	23/10/2019	0.6	\$ 135.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.

BR	Moiria Hattinigh	Practice Assistant	Assets	24/10/2019	2	\$ 210.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. File documents by financial period and by audit document type. RE claim against the former auditors.
BR	Moiria Hattinigh	Practice Assistant	Assets	24/10/2019	1.5	\$ 157.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. File documents by financial period and by audit document type. RE claim against the former auditors.
Perth	Peter Hamay	Principal Consultant	Assets	28/10/2019	1	\$ 570.00	Examined and reviewed contents, including security settings of laptop that was provided by the former auditors and which contains the auditors work papers for the Fund
BR	Ryan Whyte	Accountant	Assets	1/05/2019	0.4	\$ 88.00	Review the records of LM and ASIC's register to locate the constitution for LMM for our solicitors. RE claim against the Feeder Funds.
BR	Ryan Whyte	Accountant	Assets	2/05/2019	0.2	\$ 44.00	Upload affidavits and other documentation in relation to the settlement of the feeder fund proceedings and the interim distributions to investors. RE claim against the Feeder Funds
BR	Ryan Whyte	Accountant	Assets	2/05/2019	0.5	\$ 110.00	Meeting with our solicitors to finalise my affidavit for the service on members for the Feeder Fund proceedings. Swear affidavit
BR	Ryan Whyte	Accountant	Assets	12/09/2019	0.5	\$ 137.50	Review debtor report and complete Proof of debt and proposals for a debtor. Provide to PTAAL with instructions for authority to sign the docs.
BR	Ryan Whyte	Accountant	Assets	19/09/2019	0.5	\$ 137.50	Search the LM records for the lending policy and procedures for the claim against the auditors. Provide to David Whyte.
BR	Ryan Whyte	Accountant	Assets	20/09/2019	1.2	\$ 330.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	20/09/2019	2.5	\$ 687.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	20/09/2019	3.2	\$ 880.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	23/09/2019	1.8	\$ 495.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	23/09/2019	0.6	\$ 165.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	23/09/2019	1.7	\$ 467.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	23/09/2019	2	\$ 550.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	24/09/2019	1.5	\$ 412.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	24/09/2019	1.1	\$ 302.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	24/09/2019	1.4	\$ 385.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	25/09/2019	1.5	\$ 412.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.

BR	Ryan Whyte	Accountant	Assets	26/09/2019	1.7	\$ 467.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	26/09/2019	1.8	\$ 495.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	27/09/2019	1.3	\$ 357.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	27/09/2019	1.6	\$ 440.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	30/09/2019	1	\$ 275.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	30/09/2019	1.6	\$ 440.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	1/10/2019	0.3	\$ 82.50	Prepare letter of authorisation to the trust company to sign the deed of variation for a claim against a guarantor of a borrower of the FMIF meeting with contractor regarding loss calculations in respect of proceedings against the auditor's work-papers in respect of same
BR	Ryan Whyte	Accountant	Assets	1/10/2019	1.9	\$ 522.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	2/10/2019	0.8	\$ 220.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	2/10/2019	1.5	\$ 412.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	3/10/2019	1.2	\$ 330.00	Search LM records for loan summary documents for the loss calculation work paper to provide to a contractor. RE claim against the auditors.
BR	Ryan Whyte	Accountant	Assets	3/10/2019	1.2	\$ 330.00	Review the laptop provided by the former auditors. Screenshot information relating to the auditor proceedings to print and save to provide to the experts. RE claim against the auditors.
BR	Ryan Whyte	Accountant	Assets	4/10/2019	2.4	\$ 660.00	Review the laptop provided by the former auditors. Screenshot information relating to the auditor proceedings to print and save to provide to the experts. RE claim against the auditors.
BR	Ryan Whyte	Accountant	Assets	4/10/2019	1	\$ 275.00	Review the laptop provided by the former auditors. Screenshot information relating to the auditor proceedings to print and save to provide to the experts. RE claim against the auditors.
BR	Ryan Whyte	Accountant	Assets	4/10/2019	1.2	\$ 330.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	4/10/2019	0.9	\$ 247.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	8/10/2019	0.5	\$ 137.50	For the auditor claim and determining the author of the fund fin stmts; discuss with Arthur his findings so far and review LMs records to confirm EY was the author
BR	Ryan Whyte	Accountant	Assets	8/10/2019	0.3	\$ 82.50	For the auditor claim and determining the author of the fund fin stmts; discuss with Arthur an anomaly Arthur had found in LMs records as regards the timing of the commencement of the audit and finalisation of the draft fin stmts
BR	Ryan Whyte	Accountant	Assets	8/10/2019	0.1	\$ 27.50	For the auditor claim and determining the author of the fund fin stmts; tel Arthur regarding copies for Clark of the emails Arthur refers in his email response to his query

BR	Ryan Whyte	Accountant	Assets	9/10/2019	0.2	\$ 55.00	For the auditor claim, telecom with Arthur regarding emails I am printing out for Clark and a query regarding opening attachments to the emails
BR	Ryan Whyte	Accountant	Assets	9/10/2019	1.1	\$ 302.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	10/10/2019	1.9	\$ 522.50	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	10/10/2019	1.2	\$ 330.00	Review all documents produced by the former auditors in relation to the audit for FMIF and all FMIF loan documents for the period 2008 to 2013. Scan, sort and save all documents to file. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	14/10/2019	0.3	\$ 82.50	For the claim against guarantors and request from David to locate information requested by the trustee in bankruptcy, telecom with Arthur regarding the generation of Composer and AX loan statements for the subject loan from inception to current date
BR	Ryan Whyte	Accountant	Assets	14/10/2019	0.1	\$ 27.50	For the claim against guarantors and request from David to locate information requested by the trustee in bankruptcy, discuss with Arthur queries regarding several entries in the Composer and AX loan statements he generated
BR	Ryan Whyte	Accountant	Assets	16/10/2019	0.3	\$ 82.50	For the claim against guarantors and information requested by the trustee in bankruptcy, discuss with AT update AX loan statements to reflect current balance including interest accruals and receipts to current date after completing current distributions
BR	Ryan Whyte	Accountant	Assets	17/10/2019	1.2	\$ 330.00	Meeting with consultant and David Whyte regarding the information required to be provided to experts to review the holding costs work papers for the loans of FMIF. RE claim against the auditors.
BR	Ryan Whyte	Accountant	Assets	21/10/2019	0.2	\$ 55.00	For the claim against guarantors and information requested by the trustee in bankruptcy, discuss with Arthur status of AX loan statement updates
BR	Ryan Whyte	Accountant	Assets	21/10/2019	0.1	\$ 27.50	For the auditor claim and the Composer loan statement generated as regards the loan Clark is looking at, discuss and confirm with Arthur that there is no direct mention of the security property in the screen shots
BR	Ryan Whyte	Accountant	Assets	21/10/2019	0.1	\$ 27.50	For the auditor claim and responding to Clark's queries as regards a sale in circa 2010, check Composer if there are any details stored together with and relating to a loan reduction on 18/11/10 for the specific loan
BR	Ryan Whyte	Accountant	Assets	21/10/2019	0.6	\$ 165.00	Access Composer to review settlement proceeds for a unit sold for a FMIF loan for Arthur Taylor. Provide to Arthur any information on the sale. RE claim against the auditors.
BR	Ryan Whyte	Accountant	Assets	21/10/2019	1.6	\$ 440.00	Review Eric Leuwendal work papers for the holding costs calculations for the loans of the FMIF. Locate all supporting documents for the calculations to provide to the experts for review. RE claim against the auditors.
BR	Ryan Whyte	Accountant	Assets	21/10/2019	0.6	\$ 165.00	Review Eric Leuwendal work papers for the holding costs calculations for the loans of the FMIF. Locate all supporting documents for the calculations to provide to the experts for review. RE claim against the auditors.
BR	Ryan Whyte	Accountant	Assets	22/10/2019	1.4	\$ 385.00	meeting with Clark Jarrald, David Whyte, a contractor and experts in relation to the proceedings against the auditors and quantification of loss calculations
BR	Ryan Whyte	Accountant	Assets	23/10/2019	1.3	\$ 357.50	Export and review ledgers from AX for the amount paid in fees to the auditors of the fund for Arthur Taylor's review. RE claim against the auditors.
BR	Ryan Whyte	Accountant	Assets	23/10/2019	1.1	\$ 302.50	Review holding cost calculations spreadsheet. Review supporting documentation and insert supporting documents into the excel spreadsheet for experts review. RE claim against the auditors.
BR	Ryan Whyte	Accountant	Assets	24/10/2019	2	\$ 550.00	Review holding cost calculations spreadsheet. Review supporting documentation and insert supporting documents into the excel spreadsheet for experts review. RE claim against the auditors.
BR	Ryan Whyte	Accountant	Assets	24/10/2019	0.6	\$ 165.00	Review holding cost calculations spreadsheet. Review supporting documentation and insert supporting documents into the excel spreadsheet for experts review. RE claim against the auditors.

BR	Ryan Whyte	Accountant	Assets	25/10/2019	0.1	\$ 27.50	Discuss with Arthur retrieval of LM boxes (hard copy records) from our solicitors and returning to Grace Records
BR	Ryan Whyte	Accountant	Assets	25/10/2019	1.2	\$ 330.00	Review holding cost calculations spreadsheet. Review supporting documentation and insert supporting documents into the excel spreadsheet for experts review. RE claim against the auditors.
BR	Ryan Whyte	Accountant	Assets	25/10/2019	1.1	\$ 302.50	Review holding cost calculations spreadsheet. Review supporting documentation and insert supporting documents into the excel spreadsheet for experts review. RE claim against the auditors.
BR	Ryan Whyte	Accountant	Assets	29/10/2019	0.8	\$ 220.00	Prepare supporting documents for a specific loan for the consolidated particulars to provide to an expert for review RE claim against the auditors.
BR	Ryan Whyte	Accountant	Assets	29/10/2019	2.1	\$ 577.50	Prepare supporting documents for a specific loan for the consolidated particulars to provide to an expert for review RE claim against the auditors.
BR	Ryan Whyte	Accountant	Assets	29/10/2019	1.1	\$ 302.50	Prepare supporting documents for a specific loan for the consolidated particulars to provide to an expert for review RE claim against the auditors.
BR	Ryan Whyte	Accountant	Assets	31/10/2019	0.6	\$ 165.00	Telecon with Arthur Taylor. Review loan statements for bankrupt estate of a guarantor of a FMIIF loan. Prepare calculations on the accrued interest up to today's date.
BR	Ryan Whyte	Accountant	Assets	31/10/2019	1.1	\$ 302.50	Review all documents produced by the former auditors in relation to the audit for FMIIF and all document type. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	31/10/2019	2	\$ 550.00	Review all documents produced by the former auditors in relation to the audit for FMIIF and all document type. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	31/10/2019	1.1	\$ 302.50	Review all documents produced by the former auditors in relation to the audit for FMIIF and all document type. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	31/10/2019	1.3	\$ 357.50	Review all documents produced by the former auditors in relation to the audit for FMIIF and all document type. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	31/10/2019	0.4	\$ 110.00	Review all documents produced by the former auditors in relation to the audit for FMIIF and all document type. RE claim against the former auditors.
BR	Ryan Whyte	Accountant	Assets	31/10/2019	0.6	\$ 165.00	Review all documents produced by the former auditors in relation to the audit for FMIIF and all document type. RE claim against the former auditors.
BR	David Whyte	Partner	Trade On	13/05/2019	0.1	\$ 59.50	reviewed correspondence from our solicitors regarding term deposit held in relation to proceedings against the directors of LMIW/reviewed rates/provided instructions regarding rollover of deposit
BR	David Whyte	Partner	Trade On	13/05/2019	0.1	\$ 59.50	reviewed correspondence from our solicitors and Justice Jackson's associate regarding application to make interim distribution and position of two directors in respect of their attempts to re-open the hearing
BR	David Whyte	Partner	Trade On	14/05/2019	0.5	\$ 297.50	telephone conversation with our solicitors regarding applications for approval of feeder funds settlement and payment of distribution/directors not now making an application to reopen the interim distribution application/way forward regarding all issues
BR	David Whyte	Partner	Trade On	20/05/2019	0.2	\$ 119.00	authorised payments
BR	David Whyte	Partner	Trade On	20/05/2019	0.1	\$ 59.50	authorised payments
BR	David Whyte	Partner	Trade On	20/05/2019	0.2	\$ 119.00	reviewed BASs for February and April 2019
BR	David Whyte	Partner	Trade On	20/05/2019	0.1	\$ 59.50	authorised payments
BR	David Whyte	Partner	Trade On	28/05/2019	0.7	\$ 416.50	telephone conversation with our solicitors regarding approval of interim distribution/outstanding order from the court/next steps/remuneration application timing/other proceedings and decisions awaited/impact on other issues
BR	David Whyte	Partner	Trade On	20/06/2019	0.2	\$ 119.00	reviewed analysis of Amerind decision in so far as it affects claims by the LMIW liquidators
BR	David Whyte	Partner	Trade On	21/06/2019	0.2	\$ 119.00	authorised payments

BR	David Whyte	Partner	Trade On	1/07/2019	0.1	\$	61.50	authorised payments
BR	David Whyte	Partner	Trade On	2/07/2019	0.1	\$	61.50	reviewed correspondence from our solicitors regarding the clear account rule proceedings and issues raised in the proceedings against the auditors/sent response
BR	David Whyte	Partner	Trade On	4/07/2019	0.2	\$	123.00	reviewed invoices/authorised payments
BR	David Whyte	Partner	Trade On	4/07/2019	0.3	\$	184.50	reviewed correspondence regarding LMA reimbursement of overpayment of 573K/reviewed calculations/email RV regarding same
BR	David Whyte	Partner	Trade On	11/07/2019	0.1	\$	61.50	reviewed BAS
BR	David Whyte	Partner	Trade On	15/07/2019	0.1	\$	61.50	reviewed correspondence from our solicitors regarding update on costs disclosure in respect of various fund matters
BR	David Whyte	Partner	Trade On	22/07/2019	1.4	\$	861.00	reviewed claims for indemnity and judgement relating to costs and expenses that can be applied to trust assets
BR	David Whyte	Partner	Trade On	29/07/2019	0.2	\$	123.00	authorised payments
BR	David Whyte	Partner	Trade On	29/07/2019	0.4	\$	246.00	reviewed list of outstanding matters to be progressed/considered steps to finalise same
BR	David Whyte	Partner	Trade On	1/08/2019	0.4	\$	246.00	telephone conversation with our solicitors regarding progression of outstanding issues/decisions awaited from the court/work to be done/strategy regarding proceedings against the auditors
BR	David Whyte	Partner	Trade On	1/08/2019	0.1	\$	61.50	reviewed BAS
BR	David Whyte	Partner	Trade On	1/08/2019	1.3	\$	799.50	reviewed correspondence from a consultant regarding potential recoveries for investors from government/reviewed government websites and LM investor site regarding same/email consultant
BR	David Whyte	Partner	Trade On	6/08/2019	0.4	\$	246.00	telephone conversation with consultants regarding potential compensation scheme for investors
BR	David Whyte	Partner	Trade On	6/08/2019	0.2	\$	123.00	reviewed correspondence with FTI regarding claims against the fund/preparation of management accounts/reviewed draft email requesting information as at 30 June 2019 in order to prepare the year end accounts
BR	David Whyte	Partner	Trade On	6/08/2019	1.7	\$	1,045.50	reviewed terms relating to establishment of compensation scheme of last resort for investors and complaints to be made through AFCA for legacy matters
BR	David Whyte	Partner	Trade On	7/08/2019	0.5	\$	307.50	reviewed correspondence from FTI regarding administrator indemnity claim/reviewed invoices from solicitors and counsel relating to defence of proceedings brought by EV/email our solicitors regarding same
BR	David Whyte	Partner	Trade On	12/08/2019	2.1	\$	1,291.50	reviewed correspondence from FTI regarding invoice received from their solicitors/Administration Indemnity Claim/reviewed affidavits and transcript of hearing on 26 July re EV
BR	David Whyte	Partner	Trade On	12/08/2019	1.5	\$	922.50	Proceedings/drafted response/email our solicitors
BR	David Whyte	Partner	Trade On	12/08/2019	1.5	\$	922.50	reviewed AFCA regulations for complaints/registration by the fund/investor compensation issues
BR	David Whyte	Partner	Trade On	13/08/2019	1.8	\$	1,107.00	reviewed AFCA operational guidelines relating to potential disputes
BR	David Whyte	Partner	Trade On	19/08/2019	0.1	\$	61.50	reviewed correspondence from our solicitors regarding payment of disbursements in respect of proceedings against the directors of LMMW/refund payable
BR	David Whyte	Partner	Trade On	20/08/2019	0.1	\$	61.50	reviewed correspondence from our solicitors regarding refund of disbursements relating to proceedings against the directors of LMMW/provided instructions regarding payment of same
BR	David Whyte	Partner	Trade On	20/08/2019	0.3	\$	184.50	reviewed correspondence from our solicitors regarding administrators indemnity claim/considerations as to whether or not it is a proper claim and further information required/reviewed letter to FTI requesting more information and reasons for claim
BR	David Whyte	Partner	Trade On	20/08/2019	0.2	\$	123.00	reviewed final draft of letter to FTI regarding administration indemnity claim/located court order/email to FTI attaching letter and court order
BR	David Whyte	Partner	Trade On	22/08/2019	1.3	\$	799.50	reviewed AFCA's operational guidelines and approach to misleading conduct/complaints process for legacy complaints/reviewed government funding details
BR	David Whyte	Partner	Trade On	9/09/2019	0.2	\$	123.00	reviewed notes to management accounts for the year ending 30 June 2019 in relation to status of litigation matters and claims against the fund

BR	David Whyte	Partner	Trade On	12/09/2019	1.1	\$ 676.50	telephone conversation with our solicitors regarding progression of outstanding matters/claim from FTI/delivery of judgements relating to distribution to investors/options re same/potential cost orders/other judgements
BR	David Whyte	Partner	Trade On	13/09/2019	0.7	\$ 430.50	reviewed management accounts for the year ending 30 June 2019/discussed with RW
BR	David Whyte	Partner	Trade On	13/09/2019	0.6	\$ 369.00	reviewed request to obtain a copy of the members register/reviewed Corporations Act and correspondence from our solicitors regarding same/sent response
BR	David Whyte	Partner	Trade On	13/09/2019	0.1	\$ 61.50	reviewed correspondence from FTI regarding amount outstanding for remuneration and expenses as at 30 June 2019 to be included in the management accounts for the year ended 30 June 2019/draft response
BR	David Whyte	Partner	Trade On	13/09/2019	0.4	\$ 246.00	reviewed terms of CDA scheme in respect of potential compensation for investors losses
BR	David Whyte	Partner	Trade On	13/09/2019	0.1	\$ 61.50	reviewed ATO running balance account/confirmation of lodgements
BR	David Whyte	Partner	Trade On	16/09/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding request for copy of members register pursuant to section 173 of the Corporations Act/further considerations regarding request
BR	David Whyte	Partner	Trade On	17/09/2019	0.3	\$ 184.50	reviewed work papers for management accounts for the year ended 30 June 2019
BR	David Whyte	Partner	Trade On	17/09/2019	0.3	\$ 184.50	reviewed invoices/authorised payments
BR	David Whyte	Partner	Trade On	17/09/2019	0.1	\$ 61.50	reviewed proposed amendments to management accounts for the year ending 30 June 2019
BR	David Whyte	Partner	Trade On	17/09/2019	0.1	\$ 61.50	reviewed BAs
BR	David Whyte	Partner	Trade On	17/09/2019	0.4	\$ 246.00	telephone conversation with our solicitors regarding draft letter to FTI's solicitors regarding clear accounts rule proceeding and associated matters
BR	David Whyte	Partner	Trade On	19/09/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors regarding request by a third party for a copy of the members register and legal position in respect of same/proposed response
BR	David Whyte	Partner	Trade On	23/09/2019	0.3	\$ 184.50	reviewed correspondence from our solicitors regarding potential compensation scheme for the benefit of investors and proposed correspondence with AFCA who are to investigate legacy complaints/provided instructions regarding same
BR	David Whyte	Partner	Trade On	23/09/2019	0.5	\$ 307.50	reviewed correspondence from our solicitors regarding outstanding decisions awaited on FTI's remuneration and other application/reviewed proposed position regarding costs and draft outline/provided instructions regarding same
BR	David Whyte	Partner	Trade On	24/09/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors and AFCA regarding potential claims on behalf of investors
BR	David Whyte	Partner	Trade On	26/09/2019	0.6	\$ 369.00	reviewed/signed management accounts for the year ended 30 June 2019
BR	David Whyte	Partner	Trade On	26/09/2019	0.1	\$ 61.50	reviewed correspondence from FTI regarding potential claim for further legal fees
BR	David Whyte	Partner	Trade On	30/09/2019	0.6	\$ 369.00	reviewed/finalised report to investors
BR	David Whyte	Partner	Trade On	30/09/2019	0.1	\$ 61.50	reviewed correspondence from our solicitors regarding judgement to be handed down on three matters/advise responsible entity of feeder fund
BR	David Whyte	Partner	Trade On	30/09/2019	0.5	\$ 307.50	telephone conversation with our solicitors regarding three judgements to be handed down by Justice Jackson on Wednesday including FTI's remuneration and dual appointment
BR	David Whyte	Partner	Trade On	3/10/2019	0.8	\$ 492.00	applications/potential costs position on each/instructions regarding same
BR	David Whyte	Partner	Trade On	3/10/2019	0.6	\$ 369.00	reviewed judgement in relation to FTI's application in respect of dual appointments and my application for authority to pay an interim distribution
BR	David Whyte	Partner	Trade On	3/10/2019	0.6	\$ 369.00	telephone conversation with our solicitors regarding three judgements handed down in respect of FTI's remuneration application, FTI's dual appointment application and the authority to pay a distribution/costs submissions to be made/other issues
BR	David Whyte	Partner	Trade On	3/10/2019	0.7	\$ 430.50	reviewed judgement in relation to FTI's application for remuneration approval/considered costs issues
BR	David Whyte	Partner	Trade On	3/10/2019	0.3	\$ 184.50	reviewed court order relating to payment of distribution to foreign currency investors/consider interaction with accounting system and process to pay distribution/discussed with AR and RW
BR	David Whyte	Partner	Trade On	8/10/2019	0.9	\$ 553.50	telephone conversation with our solicitors regarding decisions handed down last week regarding FTI's remuneration application, FTI's dual appointment application and my application to distribute funds to investors/costs position/GST position

BR	David Whyte	Partner	Trade On	8/10/2019	0.7 \$	430.50	reviewed counsels submissions in relation to proposed costs orders in respect of FTI's remuneration application, FTI's dual appointments application and my application to pay an interim distribution
BR	David Whyte	Partner	Trade On	8/10/2019	0.3 \$	184.50	reviewed email from RW regarding calculations for payment of interim distribution/amounts to be paid to foreign currency investors/discussed process and letters to be issued
BR	David Whyte	Partner	Trade On	8/10/2019	0.2 \$	123.00	reviewed correspondence from ASIC regarding assets of the scheme/reviewed management accounts/reviewed and amended response
BR	David Whyte	Partner	Trade On	8/10/2019	0.5 \$	307.50	reviewed updated counsels submissions in relation to costs of FTI's remuneration application, FTI's application regarding dual appointments and my application to pay interim distribution/reviewed FTI's and GT's counsels submissions
BR	David Whyte	Partner	Trade On	10/10/2019	0.1 \$	61.50	reviewed draft instruction letter to PVAL regarding transfer of funds and payment of interim distribution
BR	David Whyte	Partner	Trade On	10/10/2019	1.5 \$	922.50	reviewed correspondence from RW regarding payment of interim distribution/calculations for different classes of investors/draft letters to AUD investors, foreign currency investors and feeder funds/updated letters
BR	David Whyte	Partner	Trade On	10/10/2019	0.3 \$	184.50	reviewed position relating to compensation of last resort scheme and process for applying to AFCA/considered consultants position on writing to investors and release of members register
BR	David Whyte	Partner	Trade On	10/10/2019	0.4 \$	246.00	email our solicitors and telephone conversation with our solicitors regarding foreign currency investors and amounts to be used for payment of the interim distribution/reviewed affidavit/email RW with instructions
BR	David Whyte	Partner	Trade On	10/10/2019	0.4 \$	246.00	reviewed correspondence from our solicitors regarding treatment of foreign currency investors/interim distribution calculations/terms of court order relating to payment of distribution
BR	David Whyte	Partner	Trade On	14/10/2019	1.1 \$	676.50	reviewed distribution calculations/feeder fund settlement deed/model for feeder fund distribution
BR	David Whyte	Partner	Trade On	14/10/2019	0.3 \$	184.50	draft correspondence to feeder funds regarding distributions to be paid and calculation of amounts in the financial model that supports the settlement deed
BR	David Whyte	Partner	Trade On	14/10/2019	0.3 \$	184.50	reviewed draft letters to PVAL regarding transfer of funds/payment of interim distribution/reviewed letters to feeder funds, foreign currency investors and other investors regarding payment of distribution
BR	David Whyte	Partner	Trade On	14/10/2019	0.5 \$	307.50	reviewed correspondence from FTI regarding administration indemnity claim for costs relating to proceedings brought by EV/reviewed submissions on costs by the parties/forward submissions and FTI's correspondence to our solicitors with proposed way forward
BR	David Whyte	Partner	Trade On	14/10/2019	0.5 \$	307.50	reviewed correspondence from our solicitors regarding court decisions handed down on FTI's remuneration application, FTI's dual appointment application and my authority to pay an interim distribution/reviewed transcript/outcome of payments to be made/GST
BR	David Whyte	Partner	Trade On	15/10/2019	0.1 \$	61.50	reviewed draft instruction to PVAL regarding payment of interim distribution to investors
BR	David Whyte	Partner	Trade On	15/10/2019	0.2 \$	123.00	reviewed letter and calculations regarding payment of interim distribution
BR	David Whyte	Partner	Trade On	17/10/2019	0.2 \$	123.00	reviewed draft letter to FTI regarding solicitors fees they consider to be an administration indemnity claim/reviewed FTI's correspondence/email our solicitors regarding same
BR	David Whyte	Partner	Trade On	17/10/2019	0.2 \$	123.00	reviewed correspondence from PVAL regarding payment of interim distribution/discussed issues with RW and options regarding payments to overseas bank accounts
BR	David Whyte	Partner	Trade On	17/10/2019	0.1 \$	61.50	email PVAL regarding interim distribution and payments to overseas bank accounts
BR	David Whyte	Partner	Trade On	17/10/2019	0.1 \$	61.50	reviewed correspondence from our solicitors and draft letter to FTI regarding payment of court ordered remuneration and request for tax invoices
BR	David Whyte	Partner	Trade On	17/10/2019	0.1 \$	61.50	reviewed instruction letter to PVAL regarding distribution to investors
BR	David Whyte	Partner	Trade On	17/10/2019	0.1 \$	61.50	reviewed two letters to investors regarding payment of interim distribution by cheque
BR	David Whyte	Partner	Trade On	17/10/2019	0.2 \$	123.00	authorised payments

BR	David Whyte	Partner	Trade On	17/10/2019	0.3	\$	184.50	reviewed costs orders in relation to FTI's remuneration application, FTI's application regarding dual appointments and my application to pay an interim distribution
BR	David Whyte	Partner	Trade On	17/10/2019	0.1	\$	61.50	reviewed payment instruction to PTLA regarding interim distribution
BR	David Whyte	Partner	Trade On	17/10/2019	0.3	\$	184.50	telephone conversation with our solicitors regarding costs orders in relation to FTI's remuneration and dual appointment applications and my application to pay interim distribution/status of payment of interim distribution
BR	David Whyte	Partner	Trade On	22/10/2019	0.1	\$	61.50	reviewed correspondence between RW, PTLA and CBA regarding payment of interim distribution
BR	David Whyte	Partner	Trade On	22/10/2019	0.1	\$	61.50	reviewed letters to investors regarding interim distribution payment
BR	David Whyte	Partner	Trade On	28/10/2019	0.2	\$	123.00	reviewed correspondence from our solicitors regarding FTI's remuneration and payment of the interim distribution/reviewed correspondence from FTI regarding tax invoices for remuneration/reviewed ABN and drafted response
BR	David Whyte	Partner	Trade On	28/10/2019	0.1	\$	61.50	reviewed BAS
BR	David Whyte	Partner	Trade On	28/10/2019	0.1	\$	61.50	reviewed correspondence from our solicitors regarding two cost assessments to be undertaken and assessor to be briefed/confirmed instructions regarding same
BR	David Whyte	Partner	Trade On	28/10/2019	0.4	\$	246.00	reviewed correspondence from our solicitors regarding outcome of dual appointment and interim distribution applications/costs position and costs to be assessed/submissions made by the parties
BR	David Whyte	Partner	Trade On	28/10/2019	0.1	\$	61.50	reviewed correspondence from our solicitors regarding funds held in trust/accounting of same/provided instructions regarding payment
BR	David Whyte	Partner	Trade On	28/10/2019	0.1	\$	61.50	reviewed letter to investors representative regarding payment of interim distribution
BR	David Whyte	Partner	Trade On	29/10/2019	0.1	\$	61.50	reviewed correspondence from FTI regarding two invoices for their remuneration and as ordered by the court/reviewed amendments to invoices
BR	David Whyte	Partner	Trade On	29/10/2019	0.1	\$	61.50	reviewed letter to investor regarding bank account details and payment of interim distribution
BR	David Whyte	Partner	Trade On	31/10/2019	0.1	\$	61.50	authorised payments
BR	David Whyte	Partner	Trade On	31/10/2019	0.8	\$	492.00	telephone conversation with our solicitors regarding outstanding matters including payment of FTI's remuneration, cost order claims by FTI, preparation for remuneration application, distribution to investors
BR	David Whyte	Partner	Trade On	31/10/2019	0.1	\$	61.50	reviewed correspondence from our solicitors regarding two tax invoices/email FTI regarding amending same
BR	David Whyte	Partner	Trade On	31/10/2019	0.1	\$	61.50	reviewed correspondence from consultant/approved payment
BR	David Whyte	Partner	Trade On	31/10/2019	0.1	\$	61.50	reviewed correspondence from consultant/approved payment
BR	David Whyte	Partner	Trade On	31/10/2019	0.1	\$	61.50	authorised payment
BR	Arthur Taylor	Senior Manager	Trade On	14/05/2019	0.2	\$	97.00	For the remuneration application telephone our solicitors to discuss various queries they had, viz. timeline, ballpark figure for remuneration, controllerships status and confirmation on the drafting process, send message to Ryan to call to discuss
BR	Arthur Taylor	Senior Manager	Trade On	14/05/2019	0.1	\$	48.50	For the remuneration application discuss with Ryan the timeline, remuneration estimate, controllership status and drafting process, he will email confirmation to me on the timeline and remuneration estimate
BR	Arthur Taylor	Senior Manager	Trade On	22/05/2019	0.2	\$	97.00	For the upcoming remuneration application review draft prepared by our solicitors and telephone them to discuss deadlines
BR	Arthur Taylor	Senior Manager	Trade On	22/05/2019	1.2	\$	582.00	For the upcoming remuneration application commence review of draft affidavit and make several amendments up to page 27
BR	Arthur Taylor	Senior Manager	Trade On	22/05/2019	0.6	\$	291.00	For the upcoming remuneration application, continue with review of draft affidavit prepared by our solicitors, from page 28 to 33
BR	Arthur Taylor	Senior Manager	Trade On	22/05/2019	0.8	\$	388.00	For the upcoming remuneration application and continuing with review of draft affidavit from page 47 to 74
BR	Arthur Taylor	Senior Manager	Trade On	22/05/2019	0.9	\$	436.50	For the upcoming remuneration application and continuing with review of draft affidavit from page 75 to 87, highlighting different elements of the affidavit to be commented on by our solicitors.
BR	Arthur Taylor	Senior Manager	Trade On	22/05/2019	0.9	\$	436.50	For the upcoming remuneration application and re-commencing review of draft affidavit, from page 34 to 46

BR	Arthur Taylor	Senior Manager	Trade On	23/05/2019	2.4	\$ 1,164.00	For the upcoming remuneration application complete final review of draft affidavit prepared by our solicitors and prepare for submitting requests to various parties to update, comment on by Monday midday
BR	Arthur Taylor	Senior Manager	Trade On	23/05/2019	0.7	\$ 339.50	For the upcoming remuneration application and review of draft affidavit, discuss with Ryan my comments and further amendments to attend to, advise I will now submit the draft with queries to our solicitors to comment on by midday Mon 27/5
BR	Arthur Taylor	Senior Manager	Trade On	23/05/2019	0.1	\$ 48.50	For the upcoming remuneration claim forward the draft affidavit to our solicitors with instructions to amend/elaborate on by Mon 27/5
BR	Arthur Taylor	Senior Manager	Trade On	23/05/2019	1.4	\$ 679.00	For the upcoming remuneration application update the draft affidavit prepared by our solicitors for the Belpac Convertible Bonds matter
BR	Arthur Taylor	Senior Manager	Trade On	23/05/2019	0.1	\$ 48.50	For the upcoming remuneration application email a progress report to David on the status of the affidavit
BR	Arthur Taylor	Senior Manager	Trade On	23/05/2019	0.1	\$ 48.50	For the upcoming remuneration application and completion of the supporting affidavit, our solicitors called to discuss the procedure to be adopted and that they can meet the Mon 27/5 timing
BR	Arthur Taylor	Senior Manager	Trade On	27/05/2019	0.2	\$ 97.00	For the upcoming remuneration application review emails to establish if all comments have now been received from our solicitors, call one of our solicitors to query when comments will be received
BR	Arthur Taylor	Senior Manager	Trade On	27/05/2019	0.1	\$ 48.50	For the upcoming remuneration application update the affidavit for the comments received so far
BR	Arthur Taylor	Senior Manager	Trade On	28/05/2019	0.1	\$ 48.50	For the upcoming remuneration application discuss with Ryan current status of draft affidavit
BR	Arthur Taylor	Senior Manager	Trade On	28/05/2019	0.2	\$ 97.00	For the upcoming remuneration application tel Ryan and confirm draft affidavit is now ready for David to start reviewing, discuss some minor issues we still need to address
BR	Arthur Taylor	Senior Manager	Trade On	28/05/2019	2.1	\$ 1,018.50	For the upcoming remuneration application, all comments have now been received from our solicitors, update the master draft to incorporate the comments/amendments #1
BR	Arthur Taylor	Senior Manager	Trade On	28/05/2019	0.9	\$ 436.50	#2 complete updating master draft affidavit for upcoming remuneration application
BR	Arthur Taylor	Senior Manager	Trade On	28/05/2019	0.6	\$ 291.00	For the upcoming remuneration application attend to the remaining minor issues still needing attention in the draft affidavit
BR	Arthur Taylor	Senior Manager	Trade On	4/06/2019	0.8	\$ 388.00	For the upcoming remuneration application and in response to an sms from Ryan, call our solicitors that are preparing David's affidavit, discuss several queries raised, check our records to answer the queries and then call our solicitors to finalise
BR	Arthur Taylor	Senior Manager	Trade On	13/06/2019	0.2	\$ 97.00	For the 26th report to investors call Ryan to discuss current status of report, timing and various matters effecting the report preparation. Report to be ready for David to review on 24/6
BR	Arthur Taylor	Senior Manager	Trade On	13/06/2019	2.3	\$ 1,115.50	#1 For the 26th report to investors and preparation of draft report, open current working draft and recent remuneration application for using to update all legal matters. Review latter and start working on updating
BR	Arthur Taylor	Senior Manager	Trade On	13/06/2019	0.8	\$ 388.00	#2 continue working on the 26th report to investors updating current legal proceedings using the recent remuneration application and current correspondence
BR	Arthur Taylor	Senior Manager	Trade On	13/06/2019	2.2	\$ 1,067.00	#3 continue working on the 26th report to investors updating current legal proceedings using the recent remuneration application and current correspondence. Complete 1st draft all legal proceedings
BR	Arthur Taylor	Senior Manager	Trade On	14/06/2019	1.2	\$ 582.00	For the 26th report to investors, update Actions Taken section of the draft report, review completed draft, make some further amendments incl rationalising the numbering of Para 2 Progress and Status of the Winding Up
BR	Arthur Taylor	Senior Manager	Trade On	14/06/2019	0.5	\$ 242.50	Prepare the 26th report to investors for submitting to our solicitors to review and provide further comments, submit to our solicitors and ask for their comments by 19/6/19
BR	Arthur Taylor	Senior Manager	Trade On	20/06/2019	1.1	\$ 533.50	For the 26th report to investors, call one of our solicitors to query when they will provide their comments, left message to call me back. Review the comments received from our other solicitors and update draft report accordingly

BR	Arthur Taylor	Senior Manager	Trade On	21/06/2019	0.4	\$	194.00	For the 26th report to investors review remaining comments received from our solicitors and email copy of draft to David
BR	Arthur Taylor	Senior Manager	Trade On	20/08/2019	0.9	\$	450.00	For the management accounts at 30/6/19 review draft, highlight issues to be updated by our solicitors and forward emails to them requesting an update on litigation matters by Tuesday next week
BR	Arthur Taylor	Senior Manager	Trade On	2/09/2019	0.7	\$	350.00	For the 30/6/09 management accounts review comments received from our solicitors on the status of various litigation matters and updates to the report based on the comments made by Ryan, made several amendments
BR	Arthur Taylor	Senior Manager	Trade On	2/09/2019	1.1	\$	550.00	For the 30/6/09 management accounts review the current status of the Convertible Bonds litigation matter and update the report accordingly
BR	Arthur Taylor	Senior Manager	Trade On	19/09/2019	1.5	\$	750.00	For the upcoming report to investors, review the draft prepared by Ryan, add to and amend accordingly
BR	Arthur Taylor	Senior Manager	Trade On	19/09/2019	1.5	\$	750.00	For the 27th report to investors, review references and prepare the report for submitting to our solicitors for commenting on, forward drafts to our solicitors and request their comments by 24/9 accordingly
BR	Arthur Taylor	Senior Manager	Trade On	24/09/2019	1.7	\$	850.00	For the 27th report to investors review comments from our solicitors and amendments made by Ryan, update the draft report accordingly and forward to David for final review
BR	Arthur Taylor	Senior Manager	Trade On	9/10/2019	0.1	\$	50.00	For the upcoming remuneration application and the draft affidavit received from our solicitors call Ryan to discuss deadlines we are going to work to, he will be talking to David tomorrow and will let me know
BR	George Lethbridge	Accountant	Trade On	2/09/2019	0.1	\$	27.50	Forwarded invoices to Sarah Cunningham for payment.
BR	Jayden Coulston	Manager	Trade On	23/07/2019	0.7	\$	322.00	Review payments to 10x suppliers (legal fees, professional costs, trustee fees etc). Review and update letter to PTLA requesting transfer of \$500k funds. Consider no GST claimed against trustee costs and discuss same with George Lethbridge.
BR	Jayden Coulston	Manager	Trade On	25/07/2019	0.5	\$	230.00	Review and approve payment requisitions for various suppliers and professional fees.
BR	Jayden Coulston	Manager	Trade On	29/07/2019	0.1	\$	46.00	Review and approve email to PTLA re payments and withdrawal of funds.
BR	Ryan Whyte	Accountant	Trade On	30/07/2019	0.1	\$	46.00	Reply email to Kwik Kopy re confirmation of payment of invoices.
BR	Ryan Whyte	Accountant	Trade On	16/09/2019	2.1	\$	577.50	Prepare the management accounts for 30 June 2019 as per David Whyte's comments. Reconcile the accrued expenses and the professional fees paid during the period.
BR	Ryan Whyte	Accountant	Trade On	16/09/2019	0.5	\$	137.50	Prepare the management accounts for 30 June 2019 as per David Whyte's comments. Reconcile the accrued expenses and the professional fees paid during the period.
BR	Ryan Whyte	Accountant	Trade On	16/09/2019	2.3	\$	632.50	Prepare the management accounts for 30 June 2019 as per David Whyte's comments. Reconcile the accrued expenses and the professional fees paid during the period. Make adjustments for prior period accrued expenses.
BR	Ryan Whyte	Accountant	Trade On	17/09/2019	0.5	\$	137.50	Prepare the management accounts for 30 June 2019 as per David Whyte's comments. Reconcile the accrued expenses and the professional fees paid during the period.
BR	Ryan Whyte	Accountant	Trade On	17/09/2019	2.7	\$	742.50	Prepare the management accounts for 30 June 2019 as per David Whyte's comments. Reconcile the accrued expenses and the professional fees paid during the period.
BR	David Whyte	Partner	Creditors	2/05/2019	0.2	\$	119.00	reviewed correspondence from sixteen investors/representatives of investors regarding change in details/transfer of units/approved same/reviewed letters in response
BR	David Whyte	Partner	Creditors	13/05/2019	0.1	\$	59.50	reviewed correspondence from investor's representative regarding application for judicial advice to approve settlement of proceedings against the feeder funds/sent response
BR	David Whyte	Partner	Creditors	20/05/2019	0.1	\$	59.50	email David Clout & Associates regarding payment of interim distribution and bank account details required
BR	David Whyte	Partner	Creditors	20/05/2019	0.2	\$	119.00	reviewed correspondence from eight investors regarding change in details/approved same
BR	David Whyte	Partner	Creditors	21/05/2019	0.2	\$	119.00	reviewed correspondence from advisor regarding outstanding hardship payment/previous correspondence regarding same/queries amount of outstanding payment
BR	David Whyte	Partner	Creditors	21/05/2019	0.1	\$	59.50	reviewed correspondence from investor regarding estimated return to investors/amount of distribution/reviewed and amended letter in response
BR	David Whyte	Partner	Creditors	21/05/2019	0.3	\$	178.50	reviewed correspondence from twenty five investors/representatives of investors regarding change in details/transfer of units/approved same/reviewed letters in response

BR	David Whyte	Partner	Creditors	23/05/2019	0.7	\$ 416.50	reviewed correspondence from two investors regarding winding up of the fund/legal proceedings on foot/receipts and payments/management accounts/reviewed and amended responses
BR	David Whyte	Partner	Creditors	23/05/2019	0.1	\$ 59.50	reviewed draft letter to executor of trustee's estate regarding transfer of units or change to details/documentation required to support same
BR	David Whyte	Partner	Creditors	28/05/2019	0.2	\$ 119.00	reviewed letters to three investors regarding status of winding up/interim distribution/approval of feeder fund settlement/authority required to pay interim distribution
BR	David Whyte	Partner	Creditors	31/06/2019	0.2	\$ 119.00	reviewed/amended correspondence to two investors regarding status of winding up/distribution to investors
BR	David Whyte	Partner	Creditors	6/06/2019	0.3	\$ 178.50	reviewed correspondence from seventeen investors/representatives of investors regarding change in details/transfer of units/reviewed documentation relating to deceased estates/approved same
BR	David Whyte	Partner	Creditors	11/07/2019	2.5	\$ 1,537.50	reviewed/updated report to investors/reviewed implications of feeder fund settlement on overall return to investors
BR	David Whyte	Partner	Creditors	21/07/2019	0.2	\$ 123.00	updated report to investors regarding effect of feeder fund settlement on distributions to the feeder funds
BR	David Whyte	Partner	Creditors	21/07/2019	0.1	\$ 61.50	reviewed/approved quote for mail out of report to investors/approved emails to investors and advisors regarding report
BR	David Whyte	Partner	Creditors	21/07/2019	0.2	\$ 123.00	reviewed/finalised report to investors
BR	David Whyte	Partner	Creditors	21/07/2019	0.1	\$ 61.50	email our solicitors regarding proposed wording in the report to investors regarding disclosure of the feeder fund settlement terms
BR	David Whyte	Partner	Creditors	21/07/2019	0.2	\$ 123.00	reviewed correspondence from our solicitors regarding disclosures in the report to investors regarding feeder fund settlement/updated report/email our solicitors with final amendments
BR	David Whyte	Partner	Creditors	21/07/2019	0.2	\$ 123.00	telephone conversation with our solicitors regarding report to investors and finalisation of sections relating to feeder funds settlement
BR	David Whyte	Partner	Creditors	21/07/2019	0.1	\$ 61.50	reviewed/amended letter to investor regarding winding up of the fund and benefit of legal proceedings on foot
BR	David Whyte	Partner	Creditors	4/07/2019	0.1	\$ 61.50	reviewed correspondence from an investor regarding multiple holdings and value of same/reviewed letter in response including how foreign currency investments are treated
BR	David Whyte	Partner	Creditors	4/07/2019	0.8	\$ 492.00	reviewed correspondence from investor regarding right to be treated as a creditor/reviewed constitution/reviewed audited accounts/correspondence with investors re withdrawals/updated letter
BR	David Whyte	Partner	Creditors	4/07/2019	0.2	\$ 123.00	reviewed correspondence from thirteen investors/representatives of investors regarding change in details/transfer of units/approved same/reviewed letters in response
BR	David Whyte	Partner	Creditors	11/07/2019	0.3	\$ 184.50	reviewed correspondence from seventeen investors/representatives of investors regarding change in details/transfer of units/distributions/approved same/reviewed letters in response
BR	David Whyte	Partner	Creditors	11/07/2019	0.4	\$ 246.00	reviewed correspondence from twenty one investors/representatives of investors regarding change in details/transfer of units/distributions/winding up/approved same/reviewed letters in response
BR	David Whyte	Partner	Creditors	11/07/2019	0.2	\$ 123.00	reviewed correspondence from eleven investors/representatives of investors regarding change in details/transfer of units/approved same
BR	David Whyte	Partner	Creditors	11/07/2019	0.1	\$ 61.50	reviewed correspondence from four investors/representatives of investors regarding change in details/transfer of units/winding up/reviewed letters in response/authorised same
BR	David Whyte	Partner	Creditors	18/07/2019	0.3	\$ 184.50	reviewed correspondence from fifteen investors/representatives of investors regarding change in details transfer of units/approved same
BR	David Whyte	Partner	Creditors	29/07/2019	0.1	\$ 61.50	reviewed correspondence from investor regarding distribution to be made/reviewed letter in response

BR	David Whyte	Partner	Creditors	8/08/2019	0.1	\$	61.50	reviewed correspondence from investor's representative regarding payment of interim distribution and timing of same/sent response
BR	David Whyte	Partner	Creditors	13/08/2019	0.1	\$	61.50	reviewed correspondence from investor regarding proposed distribution/outstanding court judgement to authorise same/sent response
BR	David Whyte	Partner	Creditors	20/08/2019	0.1	\$	61.50	reviewed correspondence from investor regarding information requested on asset sales and remuneration/discussed with RW
BR	David Whyte	Partner	Creditors	22/08/2019	0.1	\$	61.50	reviewed correspondence from investor regarding potential legal proceedings against third parties/ reviewed and amended letter in response
BR	David Whyte	Partner	Creditors	9/09/2019	0.1	\$	61.50	reviewed correspondence from investor regarding timing of distribution and expected payment to feeder fund/prepared response
BR	David Whyte	Partner	Creditors	9/09/2019	0.1	\$	61.50	reviewed correspondence from investor regarding complaint about timing of distribution/correspondence with our solicitors regarding same
BR	David Whyte	Partner	Creditors	9/09/2019	0.2	\$	123.00	telephone conversation with an investor regarding timing of distribution/current status of winding up
BR	David Whyte	Partner	Creditors	12/09/2019	0.1	\$	61.50	reviewed correspondence from investor regarding complaint about timing of distribution/sent response
BR	David Whyte	Partner	Creditors	13/09/2019	0.1	\$	61.50	prepared email to an investor regarding timing of payment of interim distribution and reasons for delay/decision awaited from court
BR	David Whyte	Partner	Creditors	26/09/2019	0.9	\$	553.50	reviewed report to investors and incorporating ASIC financial reporting relief requirements for the six months ended 30 June 2019
BR	David Whyte	Partner	Creditors	30/09/2019	0.1	\$	61.50	reviewed draft emails to investors regarding report to investors/reviewed quote for mail out/approved same
BR	David Whyte	Partner	Creditors	30/09/2019	0.3	\$	184.50	reviewed/updated report to investors
BR	Alastair Raphael	Associate Director	Creditors	1/05/2019	0.2	\$	97.00	Reviewed updated calculations on foreign currency units as requested by our solicitors for the interim distribution hearing.
BR	Alastair Raphael	Associate Director	Creditors	24/06/2019	0.5	\$	242.50	Meeting with Ryan Whyte regarding calculating the estimated cash return to investors based on the requirements in the Feeder fund deed of settlement for the 26th update report to investors.
BR	Charles Haines	Associate Director	Creditors	1/05/2019	0.6	\$	306.00	Review eight letters to investors including change of details forms, probate, deeds, signatures (incl companion to specimen)
BR	Charles Haines	Associate Director	Creditors	1/05/2019	0.2	\$	102.00	Review correspondence form investor, review death certificate and Trust Deed. Deceased both Trustee and beneficiary (not just trustee as advised), amend correspondence to reflect
BR	Charles Haines	Associate Director	Creditors	1/05/2019	0.1	\$	51.00	Review two change of details requests, review Change of details forms and associated documentation
BR	Charles Haines	Associate Director	Creditors	2/05/2019	0.3	\$	153.00	Review 8 change of detail requests, review forms and specimen signatures, confirm details to database and records
BR	Charles Haines	Associate Director	Creditors	2/05/2019	0.3	\$	153.00	Review five letters to investors including change of details forms, probate, deeds, signatures (incl companion to specimen)
BR	Charles Haines	Associate Director	Creditors	2/05/2019	0.1	\$	51.00	Amend correspondence to investor regarding update and query in relation to anticipated distribution rates and timing of distributions
BR	Charles Haines	Associate Director	Creditors	2/05/2019	0.2	\$	102.00	Review five letters to investors regarding change of details, amend correspondence regarding written confirmation required from Public Trustee
BR	Charles Haines	Associate Director	Creditors	2/05/2019	0.2	\$	102.00	Review correspondence from 8 investors regarding change of bank account details
BR	Charles Haines	Associate Director	Creditors	4/07/2019	0.4	\$	210.00	Review 9 letters to unit holders and associated supporting documentation
BR	Charles Haines	Associate Director	Creditors	4/07/2019	0.2	\$	105.00	Review 3 letters to unitholders regarding change of holdings and estimated distribution, review supporting documentation
BR	Charles Haines	Associate Director	Creditors	4/07/2019	0.7	\$	367.50	Review 16 letters to unitholders regarding change of holdings and estimated distribution, review supporting documentation
BR	Charles Haines	Associate Director	Creditors	4/07/2019	0.2	\$	105.00	Review four change of details and supporting documentation - incl wills probate, death certificates and signature specimens and reconciliation to records

BR	Charles Haines	Associate Director	Creditors	4/07/2019	0.2	\$ 105.00	Review three change of details and supporting documentation - incl wills probate, death certificates and signature specimens and reconciliation to records
BR	Charles Haines	Associate Director	Creditors	4/07/2019	0.2	\$ 105.00	Pin call to unitholder regarding update, website, and process to change holdings
BR	Charles Haines	Associate Director	Creditors	4/07/2019	0.2	\$ 105.00	Pin call to NZ investor in relation to update, queries regarding legal update and refer to website in relation to matters and reports
BR	Charles Haines	Associate Director	Creditors	11/07/2019	0.1	\$ 52.50	Review 3 letters to unit holder regarding change of details, hardship requests, updated unit holdings, review wills, probates and check signatures to database
BR	Charles Haines	Associate Director	Creditors	11/07/2019	0.2	\$ 105.00	Review 5 letters to unit holder regarding change of details, and interim updated regarding progress in the winding up of the fund
BR	Charles Haines	Associate Director	Creditors	11/07/2019	0.8	\$ 420.00	Review 15 letters to unit holder regarding change of details, and interim updated regarding progress in the winding up of the funds. Review supporting documentation and statements
BR	Charles Haines	Associate Director	Creditors	11/07/2019	0.1	\$ 52.50	Review correspondence to unit holder and associated background material, in relation to transfer of units
BR	Charles Haines	Associate Director	Creditors	11/07/2019	0.1	\$ 52.50	Review correspondence to unit holder and background documents including Death Certificate, Will, Probate and completed forms
BR	Charles Haines	Associate Director	Creditors	11/07/2019	0.1	\$ 52.50	Review correspondence to unit holder and background documents including Death Certificate, Will, Probate and completed forms
BR	Charles Haines	Associate Director	Creditors	11/07/2019	0.2	\$ 105.00	Review 6 change of details requests review forms, systems details and specimen signatures to file copy
BR	Charles Haines	Associate Director	Creditors	11/07/2019	0.2	\$ 105.00	Review 7 change of details requests review forms, systems details and specimen signatures to file copy. Review company searches and constitutions regarding execution of docs on company behalf
BR	Charles Haines	Associate Director	Creditors	11/07/2019	0.4	\$ 210.00	Review 7 change of details requests review forms, systems details and specimen signatures to file copy. Confirm change of details requests to system print outs
BR	Charles Haines	Associate Director	Creditors	11/07/2019	0.2	\$ 105.00	Review 3 change of details requests review forms, systems details and specimen signatures to file copy. Update to unitholder regarding litigation matters and anticipated timeframe for interim distributions
BR	Charles Haines	Associate Director	Creditors	11/07/2019	0.2	\$ 105.00	Review 4 letters to unit holder regarding change of details, hardship requests, updated unit holdings, review wills, probates and check signatures to database
BR	Charles Haines	Associate Director	Creditors	11/07/2019	0.2	\$ 105.00	Review 5 letters to unit holder regarding change of details, hardship requests, updated unit holdings, review wills, probates and check signatures to database
BR	Charles Haines	Associate Director	Creditors	15/07/2019	0.1	\$ 52.50	Review correspondence and supporting documentation from unitholder including will and probate return
BR	Charles Haines	Associate Director	Creditors	17/07/2019	0.2	\$ 105.00	Review and update correspondence to four unitholders review balance, calculations of estimated return
BR	Charles Haines	Associate Director	Creditors	17/07/2019	0.2	\$ 105.00	Review and update correspondence to five unitholders review balance, calculations of estimated return
BR	Charles Haines	Associate Director	Creditors	17/07/2019	0.2	\$ 105.00	Review and update correspondence to five unitholders confirm balance, change of details and estimated distributions
BR	Charles Haines	Associate Director	Creditors	17/07/2019	0.1	\$ 52.50	Review and update correspondence to one unit holder with 5 accounts, calculate distribution amounts and review statements and work papers
BR	Charles Haines	Associate Director	Creditors	17/07/2019	0.3	\$ 157.50	Review and update correspondence to financial advisor with over 50 clients, review statement to previous correspondence review work paper. Review specimen signature and change of details to change of unit holding
BR	Charles Haines	Associate Director	Creditors	17/07/2019	0.1	\$ 52.50	Review 2 change of details requests, review specimen signatures, review trust deeds
BR	Charles Haines	Associate Director	Creditors	17/07/2019	0.3	\$ 157.50	Review 9 change of details requests, review specimen signatures, review trust deeds, review probates and wills
BR	Charles Haines	Associate Director	Creditors	17/07/2019	0.2	\$ 105.00	Review and update correspondence to three unitholders confirm balance, change of details and estimated distributions
BR	Charles Haines	Associate Director	Creditors	17/07/2019	0.3	\$ 157.50	Review a change of details requests four unitholders review will, probate, signatures and forms

BR	Charles Haines	Associate Director	Creditors	17/07/2019	0.1	\$ 52.50	Review a change of details requests one unitholders review will, probate, signatures and forms
BR	Charles Haines	Associate Director	Creditors	9/08/2019	1.1	\$ 577.50	Review approve and update 13 letters to unit holders regarding change of details, updates, balance confirmations, review of documentations - wills, probate deeds
BR	Charles Haines	Associate Director	Creditors	9/08/2019	0.6	\$ 315.00	Review approve and update 9 letters to unit holders regarding change of details, updates, balance confirmations, review of documentations - wills, probate deeds
BR	Charles Haines	Associate Director	Creditors	9/08/2019	0.2	\$ 105.00	Review approve and update 6 change of details requests and associated supporting documentation and change of details request forms, licences, file signatures
BR	Charles Haines	Associate Director	Creditors	9/08/2019	0.8	\$ 420.00	Complex reply to investor regarding queries regarding claims of misconduct regarding funds bankers and realisations in respect of bankers delays and costs
BR	Charles Haines	Associate Director	Creditors	9/08/2019	0.4	\$ 210.00	Review approve and update 6 letters to unit holders regarding change of details, updates, balance confirmations, review of documentations - wills, probate deeds
BR	Charles Haines	Associate Director	Creditors	9/08/2019	0.2	\$ 105.00	Review approve and update 4 letters to unit holders regarding change of details, updates, balance confirmations, review of documentations - wills, probate deeds
BR	Charles Haines	Associate Director	Creditors	9/08/2019	0.3	\$ 157.50	8 Change of details request - review documents, change of details forms and signatures
BR	Charles Haines	Associate Director	Creditors	9/08/2019	0.3	\$ 157.50	Review amendments to 19 letters to unitholders
BR	Charles Haines	Associate Director	Creditors	21/08/2019	0.3	\$ 157.50	Review 8 updates from unit holders and investors including review of forms, signatures, probates.
BR	Charles Haines	Associate Director	Creditors	21/08/2019	0.2	\$ 105.00	Review 7 updates from unit holders and in relation to confirmation of balances, changes of bank details and addresses, review documentation including signatures, change of details forms and account statements
BR	Charles Haines	Associate Director	Creditors	21/08/2019	0.1	\$ 52.50	Review change of unitholding details involving corporate trustee, review certified asc search and specimen signatures in relation to update to details
BR	Charles Haines	Associate Director	Creditors	21/08/2019	0.3	\$ 157.50	Review 6 updates from unit holders and investors including review of forms, signatures, probates.
BR	Charles Haines	Associate Director	Creditors	21/08/2019	0.1	\$ 52.50	Review changes of details for two unitholders and request additional documentation to progress requests
BR	Charles Haines	Associate Director	Creditors	21/08/2019	0.3	\$ 157.50	Review changes of details for six unitholders and request additional documentation to progress requests, confirm unit balances and review documentation provided
BR	Charles Haines	Associate Director	Creditors	27/08/2019	0.1	\$ 52.50	Review correspondence to unitholder in relation to deceased estate, review unit balance calculation and additional information required to update details
BR	Charles Haines	Associate Director	Creditors	4/09/2019	0.2	\$ 105.00	Review seven letters to investors regarding client accounts, review unit holdings and estimated return calculations
BR	Charles Haines	Associate Director	Creditors	4/09/2019	0.1	\$ 52.50	review change of details requests, review specimen signature and change of details form, query in relation to supporting evidence provided in relation to change of bank account details
BR	Charles Haines	Associate Director	Creditors	4/09/2019	0.1	\$ 52.50	Review two letters of confirmation of change of unit holding details, review database to confirm details of ownership transfer
BR	Charles Haines	Associate Director	Creditors	19/09/2019	0.1	\$ 52.50	Review and approve two updates to unitholders regarding unit balance and general updates
BR	Charles Haines	Associate Director	Creditors	19/09/2019	0.1	\$ 52.50	Review three change of unit holding details, review forms and signatures
BR	Charles Haines	Associate Director	Creditors	19/09/2019	0.4	\$ 210.00	Review 6 letters to unitholders regarding change of details and update, review two checklist updates regarding change of details
BR	Charles Haines	Associate Director	Creditors	19/09/2019	0.1	\$ 52.50	Review three updated letters to unitholders regarding change of details and docs
BR	Charles Haines	Associate Director	Creditors	19/09/2019	0.2	\$ 105.00	Review correspondence to five unitholders regarding change of details, unit balances and additional documentation requirements
BR	Charles Haines	Associate Director	Creditors	19/09/2019	0.3	\$ 157.50	Review four letters to unitholders regarding change of details and docs, review two change of details forms and associated signatures
BR	Charles Haines	Associate Director	Creditors	19/09/2019	0.2	\$ 105.00	Review four letters to unitholders in relation to change of details, review additional documentation required, in relation to wills, probate and associated forms

BR	Charles Haines	Associate Director	Creditors	24/09/2019	0.2 \$	105.00	Review and amend three letters to unitholders regarding change of details, broker correspondence with multiple unit holdings and deceased estate. Detail additional documentation required for each party.
BR	Charles Haines	Associate Director	Creditors	24/09/2019	0.3 \$	157.50	14 returned mail letters, review returned mail, review alternate address details from database, review and approve letter
BR	Charles Haines	Associate Director	Creditors	1/10/2019	0.2 \$	105.00	Review report email bounce back's meeting regarding reconciliation of email addresses and returned mail for report
BR	Charles Haines	Associate Director	Creditors	2/10/2019	0.1 \$	52.50	Review two letters to unit holders regarding change of details and documentation
BR	Charles Haines	Associate Director	Creditors	2/10/2019	0.4 \$	210.00	Review 6 change of detail letters and associated documentation, including wills, probates and drivers licence
BR	Charles Haines	Associate Director	Creditors	2/10/2019	0.1 \$	52.50	Review change of details - review will, probate and change of details form
BR	Charles Haines	Associate Director	Creditors	2/10/2019	0.2 \$	105.00	three letters to unit holders regarding updates balances - review statements and calculations
BR	Charles Haines	Associate Director	Creditors	2/10/2019	0.1 \$	52.50	Review two change of unitholding detail requests
BR	Charles Haines	Associate Director	Creditors	21/10/2019	0.1 \$	52.50	Edit letter to bank regarding bank account and transfers of funds
BR	Charles Haines	Associate Director	Creditors	24/10/2019	0.8 \$	420.00	Review eleven letters to unit holders - review database details, check calculations, review required documents checklists and forms
BR	Charles Haines	Associate Director	Creditors	24/10/2019	0.3 \$	157.50	Review eight letters to unit holders - regarding change of details, documents required and alternate fund details
BR	Charles Haines	Associate Director	Creditors	24/10/2019	0.1 \$	52.50	Review eight letters to unit holders - regarding change of details, documents required and alternate fund details
BR	George Lethbridge	Accountant	Creditors	1/05/2019	0.1 \$	22.00	Phone call from investor seeking an update on the winding up of the Fund.
BR	George Lethbridge	Accountant	Creditors	2/05/2019	0.2 \$	44.00	Phone call from investor seeking confirmation of their request to change details. Access investor management database to review current investor details and advise.
BR	George Lethbridge	Accountant	Creditors	3/05/2019	0.3 \$	66.00	Phone call from an advisor seeking to transfer units from a company to their personal name. Access investor management database to review current investor details and advise. Directed advisor to LM website and relevant forms. Also provided Fund update.
BR	George Lethbridge	Accountant	Creditors	3/05/2019	0.1 \$	22.00	Phone call from investor seeking an update on the winding up of the Fund.
BR	George Lethbridge	Accountant	Creditors	7/05/2019	0.2 \$	44.00	Phone call from an investor seeking an update on the interim distribution and an update on the winding up of the Fund.
BR	George Lethbridge	Accountant	Creditors	7/05/2019	0.2 \$	44.00	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	George Lethbridge	Accountant	Creditors	8/05/2019	0.2 \$	44.00	Phone call from an advisor seeking an update on the winding up of the Fund.
BR	George Lethbridge	Accountant	Creditors	10/05/2019	0.2 \$	44.00	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise. Also provided an update on the winding up of the fund as requested.
BR	George Lethbridge	Accountant	Creditors	14/05/2019	0.1 \$	22.00	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	George Lethbridge	Accountant	Creditors	22/05/2019	0.1 \$	22.00	Phone call from an investor seeking an update on the interim distribution.
BR	George Lethbridge	Accountant	Creditors	23/05/2019	0.1 \$	22.00	Call from an investor seeking an update on the interim distribution and the winding up of the Fund.
BR	George Lethbridge	Accountant	Creditors	23/05/2019	0.2 \$	44.00	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise. Also provided an update on the interim distribution.
BR	George Lethbridge	Accountant	Creditors	27/05/2019	0.2 \$	44.00	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	George Lethbridge	Accountant	Creditors	28/05/2019	0.2 \$	44.00	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise. Also provided an update on the winding up of the fund as requested.
BR	George Lethbridge	Accountant	Creditors	29/05/2019	0.4 \$	88.00	Call from an investor seeking an update on the winding up of the fund.

BR	George Lethbridge	Accountant	Creditors	30/05/2019	0.3 \$	66.00	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise. Stepped investor through each form required.
BR	George Lethbridge	Accountant	Creditors	30/05/2019	0.3 \$	66.00	Phone call from an investor seeking an update on the winding up of the Fund, including the litigation matters and the interim distribution.
BR	George Lethbridge	Accountant	Creditors	4/06/2019	0.2 \$	44.00	Call from an investor seeking an update on the winding up of the fund.
BR	George Lethbridge	Accountant	Creditors	8/07/2019	0.7 \$	192.50	Review of 3 voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investors back regarding their query.
BR	George Lethbridge	Accountant	Creditors	10/07/2019	0.3 \$	82.50	Call from an investor seeking an update on the winding up of the fund.
BR	George Lethbridge	Accountant	Creditors	10/07/2019	0.2 \$	55.00	Phone call from investor in response to a confirmation of their request to change details. Access investor management database to review current investor details and advise.
BR	George Lethbridge	Accountant	Creditors	11/07/2019	0.3 \$	82.50	Call from an investor seeking an update on the winding up of the fund.
BR	George Lethbridge	Accountant	Creditors	12/07/2019	0.3 \$	82.50	Call from an investor seeking an update on the winding up of the fund.
BR	George Lethbridge	Accountant	Creditors	15/07/2019	0.2 \$	55.00	Phone call from an investor seeking an update on the interim distribution and the winding up of the Fund.
BR	George Lethbridge	Accountant	Creditors	16/07/2019	0.2 \$	55.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	George Lethbridge	Accountant	Creditors	16/07/2019	0.2 \$	55.00	Phone call from an investor seeking an update on the interim distribution and the winding up of the Fund.
BR	George Lethbridge	Accountant	Creditors	17/07/2019	0.2 \$	55.00	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise. Investor was also seeking an update on the interim distribution.
BR	George Lethbridge	Accountant	Creditors	17/07/2019	0.2 \$	55.00	Call from an investor seeking an update on the winding up of the fund.
BR	George Lethbridge	Accountant	Creditors	18/07/2019	0.2 \$	55.00	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	George Lethbridge	Accountant	Creditors	18/07/2019	0.2 \$	55.00	Call from an investor seeking an update on the winding up of the fund.
BR	George Lethbridge	Accountant	Creditors	18/07/2019	0.3 \$	82.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update. Provided an update on the winding up of the fund at the investors request
BR	George Lethbridge	Accountant	Creditors	18/07/2019	0.2 \$	55.00	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	George Lethbridge	Accountant	Creditors	18/07/2019	0.2 \$	55.00	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	George Lethbridge	Accountant	Creditors	18/07/2019	0.2 \$	55.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	George Lethbridge	Accountant	Creditors	23/07/2019	0.1 \$	27.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	George Lethbridge	Accountant	Creditors	23/07/2019	0.3 \$	82.50	Phone call from an advisor seeking an update on the interim distribution and the winding up of the Fund.
BR	George Lethbridge	Accountant	Creditors	23/07/2019	0.2 \$	55.00	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	George Lethbridge	Accountant	Creditors	24/07/2019	0.1 \$	27.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	George Lethbridge	Accountant	Creditors	24/07/2019	0.2 \$	55.00	Phone call from an advisor seeking an update on the interim distribution and the winding up of the Fund.

BR	George Lethbridge	Accountant	Creditors	25/07/2019	0.2 \$	55.00	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise.
BR	George Lethbridge	Accountant	Creditors	25/07/2019	0.2 \$	55.00	Phone call from an advisor seeking an update on the interim distribution and the winding up of the Fund.
BR	George Lethbridge	Accountant	Creditors	25/07/2019	0.2 \$	55.00	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	George Lethbridge	Accountant	Creditors	26/07/2019	0.2 \$	55.00	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	George Lethbridge	Accountant	Creditors	26/07/2019	0.3 \$	82.50	Phone call from an advisor seeking an update on the interim distribution and the winding up of the Fund.
BR	George Lethbridge	Accountant	Creditors	26/07/2019	0.3 \$	82.50	Review of voicemails from Investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	George Lethbridge	Accountant	Creditors	29/07/2019	0.3 \$	82.50	Review of voicemails from Investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	George Lethbridge	Accountant	Creditors	30/07/2019	0.2 \$	55.00	Call from an investor seeking an update on the winding up of the fund.
BR	George Lethbridge	Accountant	Creditors	31/07/2019	0.2 \$	55.00	Review of voicemails from Investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	George Lethbridge	Accountant	Creditors	31/07/2019	0.2 \$	55.00	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	George Lethbridge	Accountant	Creditors	1/08/2019	0.3 \$	82.50	Phone call from an investor seeking an update on the interim distribution and the winding up of the Fund. Directed investor to the Website for the reports to investors.
BR	George Lethbridge	Accountant	Creditors	1/08/2019	0.1 \$	27.50	Review of voicemails from Investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	George Lethbridge	Accountant	Creditors	5/08/2019	0.3 \$	82.50	Review of voicemails from Investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	George Lethbridge	Accountant	Creditors	6/08/2019	0.2 \$	55.00	Phone call from an investor seeking an update on the winding up of the Fund.
BR	George Lethbridge	Accountant	Creditors	8/08/2019	0.2 \$	55.00	Review of voicemails from Investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	George Lethbridge	Accountant	Creditors	13/08/2019	0.2 \$	55.00	Phone call from investor seeking an update on the interim distribution.
BR	George Lethbridge	Accountant	Creditors	16/08/2019	0.2 \$	55.00	Review of voicemails from Investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	George Lethbridge	Accountant	Creditors	19/08/2019	0.2 \$	55.00	Review of voicemails from Investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	George Lethbridge	Accountant	Creditors	19/08/2019	0.2 \$	55.00	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	George Lethbridge	Accountant	Creditors	20/08/2019	0.2 \$	55.00	Review of voicemails from Investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	George Lethbridge	Accountant	Creditors	26/08/2019	0.1 \$	27.50	Call from an investor seeking an update on the winding up of the fund.

BR	George Lethbridge	Accountant	Creditors	3/09/2019	0.3	\$	82.50	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	George Lethbridge	Accountant	Creditors	5/09/2019	0.1	\$	27.50	Review of voicemails from investors. Access investor management database to confirm details & instructed Jordan Devery to return investor's call.
BR	George Lethbridge	Accountant	Creditors	9/09/2019	0.2	\$	55.00	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	George Lethbridge	Accountant	Creditors	11/09/2019	0.2	\$	55.00	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	George Lethbridge	Accountant	Creditors	18/09/2019	0.1	\$	27.50	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	George Lethbridge	Accountant	Creditors	18/09/2019	0.2	\$	55.00	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	George Lethbridge	Accountant	Creditors	16/10/2019	0.1	\$	27.50	Phone call from investor seeking an update.
BR	George Lethbridge	Accountant	Creditors	18/10/2019	0.1	\$	27.50	Phone call from an investor seeking an update on the interim distribution.
BR	George Lethbridge	Accountant	Creditors	23/10/2019	0.1	\$	27.50	Phone call from an investor seeking information on the interim distribution.
BR	George Lethbridge	Accountant	Creditors	25/10/2019	0.2	\$	55.00	Phone call from a creditor seeking an update on the interim distribution and winding up of the Fund.
BR	George Lethbridge	Accountant	Creditors	29/10/2019	1.1	\$	302.50	Planning with Ryan Whyte regarding investor correspondence. Reviewed file to prepare for investor correspondence and obtained access to AX database.
BR	George Lethbridge	Accountant	Creditors	30/10/2019	0.2	\$	55.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	George Lethbridge	Accountant	Creditors	30/10/2019	0.1	\$	27.50	Phone call from an investor seeking an update on the interim distribution. Confirmed bank details for investor are current.
BR	George Lethbridge	Accountant	Creditors	30/10/2019	0.2	\$	55.00	Phone call from an investor seeking an update on the interim distribution.
BR	George Lethbridge	Accountant	Creditors	30/10/2019	0.1	\$	27.50	Phone call from an investor seeking information on the interim distribution.
BR	George Lethbridge	Accountant	Creditors	30/10/2019	0.2	\$	55.00	Phone call from an investor seeking an update on the interim distribution.
BR	George Lethbridge	Accountant	Creditors	30/10/2019	0.2	\$	55.00	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	George Lethbridge	Accountant	Creditors	30/10/2019	0.1	\$	27.50	Phone call from an investor seeking an update on the interim distribution. Confirmed bank details for investor are current.
BR	George Lethbridge	Accountant	Creditors	30/10/2019	0.9	\$	247.50	Prepare 4 letters to investors and advisors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	George Lethbridge	Accountant	Creditors	31/10/2019	0.2	\$	55.00	Phone call from an investor seeking an update on the interim distribution. Advised bank details are not current and requested the completion of a Change of Details Form.
BR	George Lethbridge	Accountant	Creditors	31/10/2019	0.3	\$	82.50	Call from an investor in relation to the interim distribution and a request for an updated unit holdings balance. Review investor on the investor management database and advise. Also provided an update on the winding up as requested.
BR	George Lethbridge	Accountant	Creditors	31/10/2019	0.5	\$	137.50	Review of 2 voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investors back regarding their query.
BR	George Lethbridge	Accountant	Creditors	31/10/2019	0.7	\$	192.50	Prepare 5 letters to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.

BR	George Lethbridge	Accountant	Creditors	31/10/2019	0.5	\$ 137.50	Prepare 3 letters to investors confirming update of details for their investments with the Fund.
BR	Jayden Coulston	Manager	Creditors	3/05/2019	0.8	\$ 356.00	Access investor management database to review current details.
BR	Jayden Coulston	Manager	Creditors	3/05/2019	0.6	\$ 267.00	Review updates made to investor database and sign off that the updates were made in accordance with the signed control forms.
BR	Jayden Coulston	Manager	Creditors	3/05/2019	0.7	\$ 311.50	Review updates made to investor database and sign off that the updates were made in accordance with the signed control forms.
BR	Jayden Coulston	Manager	Creditors	7/05/2019	1.1	\$ 489.50	Review updates made to database and confirm updates were made in accordance with signed control forms and information provided by 15 investors.
BR	Jayden Coulston	Manager	Creditors	7/05/2019	0.2	\$ 89.00	Review and approve responses to investors and advisors re investor database updates and further information required to identify investor account.
BR	Jayden Coulston	Manager	Creditors	7/05/2019	0.6	\$ 267.00	Review changes made to investor database for 10 investors and confirm changes made in accordance with signed control forms.
BR	Jayden Coulston	Manager	Creditors	9/05/2019	1.2	\$ 534.00	Review correspondence to 10 investors and their representatives re transfer of units; change of details; deceased estate notifications and general update requests. Review supporting documentation provided and requests for further information (where req).
BR	Jayden Coulston	Manager	Creditors	9/05/2019	0.9	\$ 400.50	Review correspondence to 8 investors and their representatives re transfer of units; change of details; deceased estate notifications and general update requests. Review supporting documentation provided and requests for further information (where req).
BR	Jayden Coulston	Manager	Creditors	10/05/2019	0.4	\$ 178.00	Review correspondence to 3 investors re change of details request. Review supporting documents provided and request for further information.
BR	Jayden Coulston	Manager	Creditors	10/05/2019	0.4	\$ 178.00	Review correspondence to 3 investors re change of details request. Review supporting documents provided and request for further information.
BR	Jayden Coulston	Manager	Creditors	10/05/2019	1.3	\$ 578.50	Review correspondence to 10 investors regarding change of details; transfer of units; confirmation of transfers and general update requests. Review supporting documentation provided and requests for further documentation.
BR	Jayden Coulston	Manager	Creditors	13/05/2019	0.7	\$ 311.50	Review updates made to investor database for change of details/transfer of units and confirm updates made in accordance with signed control forms and supporting docs.
BR	Jayden Coulston	Manager	Creditors	13/05/2019	0.8	\$ 356.00	Review updates made to investor database for change of details/transfer of units and confirm updates made in accordance with signed control forms and supporting docs.
BR	Jayden Coulston	Manager	Creditors	14/05/2019	0.5	\$ 222.50	Review and update correspondence to 5 investors re change of details and transfer of units requests. Review supporting docs, control forms and requests for further information.
BR	Jayden Coulston	Manager	Creditors	14/05/2019	0.6	\$ 267.00	Review and update correspondence to 5 investors re change of details and transfer of units requests. Review supporting docs, control forms and requests for further information.
BR	Jayden Coulston	Manager	Creditors	14/05/2019	1	\$ 445.00	Review updates made to investor database for change of details/transfer of units and confirm updates made in accordance with signed control forms and supporting docs.
BR	Jayden Coulston	Manager	Creditors	15/05/2019	0.9	\$ 400.50	Review correspondence to 8 investors and their representatives re change of details; transfer of units and distribution update requests. Review supporting documentation provided and further documentation required as per control forms.
BR	Jayden Coulston	Manager	Creditors	16/05/2019	2.2	\$ 979.00	Review and update reply correspondence to 12 investors and their representatives, including complex requests re hardship distributions, change of details, updates in relation to distributions, unit balances, transfer of units etc. Review docs.
BR	Jayden Coulston	Manager	Creditors	16/05/2019	0.7	\$ 311.50	Review and approve control forms for change of details requests for 10 investors. Review supporting documentation and confirm signature specimens match database.
BR	Jayden Coulston	Manager	Creditors	16/05/2019	0.7	\$ 311.50	Review updates to database for 10 investor accounts and ensure updates made in accordance with signed control forms.

BR	Jayden Coulston	Manager	Creditors	17/05/2019	0.31	\$ 133.50	Liaise with Jordan Devery re responses to investors and queries re amendments to correspondence and filing.
BR	Jayden Coulston	Manager	Creditors	17/05/2019	1	\$ 445.00	Review correspondence to 9 investors and their representatives in relation to further information required to effect transfer of units, change of details etc. Review supporting docs provided.
BR	Jayden Coulston	Manager	Creditors	17/05/2019	0.8	\$ 356.00	Liaise with Jordan Devery re specific updates to corro.
BR	Jayden Coulston	Manager	Creditors	17/05/2019	0.6	\$ 267.00	Review correspondence to 6 investors and their representatives in relation to further information required to effect transfer of units, change of details etc. Review supporting docs provided and requests for missing info.
BR	Jayden Coulston	Manager	Creditors	17/05/2019	0.6	\$ 267.00	Review correspondence to 3 investors and their representatives in relation to further information required to effect transfer of units, change of details etc. Review supporting docs provided and requests for missing info.
BR	Jayden Coulston	Manager	Creditors	20/05/2019	1	\$ 445.00	Review change of detail forms and supporting documents for 12 investors updating bank details.
BR	Jayden Coulston	Manager	Creditors	21/05/2019	0.5	\$ 222.50	Review and approve change of details forms for 5 investors.
BR	Jayden Coulston	Manager	Creditors	21/05/2019	0.7	\$ 311.50	Review and approve change of details forms for 7 investors. Review supporting docs.
BR	Jayden Coulston	Manager	Creditors	22/05/2019	0.7	\$ 311.50	Review and approve change of details forms for 8 investors. Review supporting documents.
BR	Jayden Coulston	Manager	Creditors	23/05/2019	0.5	\$ 222.50	Review correspondence to 4 investors re change of details requests and further documentation required to complete same. Review supporting documentation provided to date.
BR	Jayden Coulston	Manager	Creditors	27/05/2019	0.3	\$ 133.50	Review and approve draft emails to investors/investor representatives requesting further information to assist with identification of investor accounts.
BR	Jayden Coulston	Manager	Creditors	27/05/2019	0.4	\$ 178.00	Review and approve change of details forms for 4 investors and supporting documentation.
BR	Jayden Coulston	Manager	Creditors	27/05/2019	0.4	\$ 178.00	Review and approve change of details forms for 4 investors and supporting documentation.
BR	Jayden Coulston	Manager	Creditors	29/05/2019	0.5	\$ 222.50	Review and approve change of details forms and supporting docs for 5 investors.
BR	Jayden Coulston	Manager	Creditors	30/05/2019	0.8	\$ 356.00	Review correspondence to 6 investors re change of details, transfer of units and general enquiries. Review supporting documentation provided to date and request for further info. One complex transfer request.
BR	Jayden Coulston	Manager	Creditors	4/06/2019	1.4	\$ 623.00	Review and approve change of details forms and control sheets for 12 investor accounts. Review supporting documents provided by investors. Review 3 complex transfer of units from deceased estates and super funds.
BR	Jayden Coulston	Manager	Creditors	4/06/2019	0.3	\$ 133.50	Review and update/approve correspondence to 4 investors and their representatives re transfer of units, change of details requests and further information required.
BR	Jayden Coulston	Manager	Creditors	6/06/2019	0.8	\$ 356.00	Review and approve 3 x complex transfer requests (deceased & trust estates to multiple beneficiaries). Review substantial amount supporting documentation. Review and approve change of details form for 1 investor.
BR	Jayden Coulston	Manager	Creditors	6/06/2019	0.4	\$ 178.00	Review and update correspondence to 4 investors re change of details requests and further documentation required.
BR	Jayden Coulston	Manager	Creditors	6/06/2019	0.4	\$ 178.00	Review and update correspondence to 3 investors/representatives re change of details requests and further documentation required.
BR	Jayden Coulston	Manager	Creditors	6/06/2019	0.5	\$ 222.50	Review and update correspondence to 4 investors/representatives re change of details and transfer of units requests and further documentation required to facilitate same.
BR	Jayden Coulston	Manager	Creditors	11/06/2019	0.2	\$ 89.00	Review and approve letters to 2 investors re confirmation of transfers. Review control form and updates made to system to ensure transfer completed correctly.
BR	Jayden Coulston	Manager	Creditors	11/06/2019	0.1	\$ 44.50	Review test emails to investors/advisors re remuneration notice.
BR	Jayden Coulston	Manager	Creditors	11/06/2019	0.2	\$ 89.00	Review updates made to investor database to ensure updates made in accordance with approved control forms. Review correspondence to investors confirming transfer of units.

BR	Jayden Coulston	Manager	Creditors	16/06/2019	2	\$ 890.00	Review and sign correspondence to 8 investors/representatives re change of details, transfer of units and interim distribution update requests. Review substantial supporting documents. Ensure transfers for 8 investor accounts on database made in accordance with control forms.
BR	Jayden Coulston	Manager	Creditors	17/06/2019	0.1	\$ 44.50	Liaise with RW re updating response to investors re interim distribution timing.
BR	Jayden Coulston	Manager	Creditors	17/06/2019	0.4	\$ 178.00	Review and sign amended correspondence to 5 investors/investor representatives re queries in relation to fund, transfer of units, interim distribution etc.
BR	Jayden Coulston	Manager	Creditors	18/06/2019	0.1	\$ 44.50	Review and approve test email out for further notice to investors re remuneration application.
BR	Jayden Coulston	Manager	Creditors	21/06/2019	0.5	\$ 222.50	Review and update correspondence to 12 investors responding to remuneration application and interim distribution queries.
BR	Jayden Coulston	Manager	Creditors	21/06/2019	0.2	\$ 89.00	Review and approve change of details and transfer of units requests for 2 investor accounts. Review supporting docs.
BR	Jayden Coulston	Manager	Creditors	21/06/2019	0.3	\$ 133.50	Review and approve complex transfer of units request from deceased estate to five beneficiaries.
BR	Jayden Coulston	Manager	Creditors	21/06/2019	1	\$ 445.00	Review and approve transfer control forms for transfers of units from 7 superannuation funds/trusts in line with executor requests. Review substantial supporting documentation incl trust deeds etc.
BR	Jayden Coulston	Manager	Creditors	23/06/2019	1.6	\$ 712.00	Review and update correspondence to 18 investors/advisors re transfer of units, change of details and interim distribution update requests. Review supporting documents and requests for further information. Review transfer confirmations for 2 investors.
BR	Jayden Coulston	Manager	Creditors	23/06/2019	0.1	\$ 44.50	Review correspondence to 2 investors providing supporting documents for remuneration application.
BR	Jayden Coulston	Manager	Creditors	23/06/2019	0.3	\$ 133.50	Review letters to 4 investors/advisors re outstanding redemption query, change of details and receiver remuneration queries.
BR	Jayden Coulston	Manager	Creditors	23/06/2019	1	\$ 445.00	Review and sign correspondence to 14 investors/advisors re transfer of units, change of details and interim distribution update requests. Review supporting documents and requests for further information. Review transfer confirmations for 1 investor.
BR	Jayden Coulston	Manager	Creditors	23/06/2019	0.1	\$ 44.50	Review and approve change of details request.
BR	Jayden Coulston	Manager	Creditors	24/06/2019	1	\$ 445.00	Review correspondence to 8 investors/advisors in relation to change of details, change of trustees, transfer of units. Review supporting documents provided and control forms for each account.
BR	Jayden Coulston	Manager	Creditors	24/06/2019	1.2	\$ 534.00	Review of complex transfer request.
BR	Jayden Coulston	Manager	Creditors	24/06/2019	1.2	\$ 534.00	Review and sign amended letters to 20 investors/advisors re change of details, remuneration application, transfer of units, interim distribution and general update requests.
BR	Jayden Coulston	Manager	Creditors	24/06/2019	0.4	\$ 178.00	Review and sign amended letters to 6 investors/advisors re change of details, remuneration application requests.
BR	Jayden Coulston	Manager	Creditors	25/06/2019	0.5	\$ 222.50	Review and approve correspondence to 5 investors re update on interim distribution.
BR	Jayden Coulston	Manager	Creditors	25/06/2019	0.1	\$ 44.50	Review and approve conro to investor re signatures required on forms.
BR	Jayden Coulston	Manager	Creditors	26/06/2019	0.1	\$ 44.50	Review and approve letter to investor re unit balance update.
BR	Jayden Coulston	Manager	Creditors	27/06/2019	0.8	\$ 356.00	Review and approve change of details forms and transfer of units requests for 8 investors. Review supporting documents provided.
BR	Jayden Coulston	Manager	Creditors	27/06/2019	0.7	\$ 311.50	Review and update correspondence to 3 investors regarding complex transfer of units requests from estates and trusts to beneficiaries. Review documentation provided to date to assist with transfer requests.
BR	Jayden Coulston	Manager	Creditors	28/06/2019	0.1	\$ 44.50	Review and approve reply correspondence to investor re form completion.
BR	Jayden Coulston	Manager	Creditors	28/06/2019	0.4	\$ 178.00	Review and approve transfer forms for 2 complex transfer requests from superannuation funds to beneficiaries.
BR	Jayden Coulston	Manager	Creditors	28/06/2019	0.7	\$ 311.50	Review and approve change of details and transfer forms for 5 investors. Review substantial supporting documents for multiple transfers.

BR	Jayden Coulston	Manager	Creditors	30/06/2019	0.5	\$ 222.50	Review 6x unit transfers made on investor database and confirm transfers made in accordance with signed control forms. Review letters to investors confirming transfers completed.
BR	Jayden Coulston	Manager	Creditors	30/06/2019	0.1	\$ 44.50	Review and approve letter to investor re change of details and update on interim distribution requests.
BR	Jayden Coulston	Manager	Creditors	30/06/2019	2.1	\$ 934.50	Review/amend letters to 11 investors/advisors re change of details, transfer of units, fee application queries. Review supporting documents provided. Review included 4 complex transfer requests involving deceased trustees, super funds, foreign currency.
BR	Jayden Coulston	Manager	Creditors	1/07/2019	0.5	\$ 230.00	Review and update correspondence to 5 investors re change of details, transfer of units and general information requests. Review supporting docs provided.
BR	Jayden Coulston	Manager	Creditors	2/07/2019	0.1	\$ 46.00	Review and approve test email outs for update to investors.
BR	Jayden Coulston	Manager	Creditors	2/07/2019	0.5	\$ 230.00	Review and update correspondence to 5 investors re change of details, transfer of units and general information requests.
BR	Jayden Coulston	Manager	Creditors	2/07/2019	0.5	\$ 230.00	Review and update correspondence to 4 investors re change of details, transfer of units and general information requests. Review supporting docs provided.
BR	Jayden Coulston	Manager	Creditors	3/07/2019	0.4	\$ 184.00	Follow up drafted corro to investors and review letter to investor requesting constitution and signatory list to effect change of details request. Review previous corro. Liaise with Ryan Whyte to update corro, email draft response to David Whyte.
BR	Jayden Coulston	Manager	Creditors	4/07/2019	0.2	\$ 92.00	Review and update correspondence to investor re change of details and multiple requests for signatories and company constitution.
BR	Jayden Coulston	Manager	Creditors	11/07/2019	0.1	\$ 46.00	Review and approve email correspondence to 2x investors.
BR	Jayden Coulston	Manager	Creditors	11/07/2019	0.1	\$ 46.00	Review and update reply email to advisor re client forwarding query.
BR	Jayden Coulston	Manager	Creditors	15/07/2019	0.5	\$ 230.00	Liaise with Ryan Whyte re amendments to investor correspondence. Review and approve same.
BR	Jayden Coulston	Manager	Creditors	25/07/2019	0.7	\$ 322.00	Review correspondence to 6 investors re change of details and transfer of units requests and request for further information to facilitate same.
BR	Jayden Coulston	Manager	Creditors	26/07/2019	0.4	\$ 184.00	Review correspondence to 3 investors re change of details requests and request for further information to facilitate same.
BR	Jayden Coulston	Manager	Creditors	26/07/2019	0.3	\$ 138.00	Review correspondence to 2 investors re change of details requests and request for further information to facilitate same.
BR	Jayden Coulston	Manager	Creditors	29/07/2019	0.8	\$ 366.00	Review letters to 6 investors requesting further information for change of details and transfer of units requests. Review supporting documentation provided to date and make amendments to letters where required.
BR	Jayden Coulston	Manager	Creditors	29/07/2019	0.2	\$ 92.00	Review and approve correspondence to advisor re confirmation of unit transfers and updated balances for clients. Confirm transfer actioned on database was in accordance with signed control forms.
BR	Jayden Coulston	Manager	Creditors	30/07/2019	1	\$ 460.00	Review letters to 7 investors requesting further information for change of details and transfer of units requests. Review supporting documentation provided to date and make amendments to letters where required.
BR	Jayden Coulston	Manager	Creditors	31/07/2019	0.1	\$ 46.00	Review and update draft email to investor re report to investors query.
BR	Jayden Coulston	Manager	Creditors	2/08/2019	0.1	\$ 46.00	Review and approve email out to advisor re investor fund query and identification of account.
BR	Jayden Coulston	Manager	Creditors	5/08/2019	0.2	\$ 92.00	Review and approve emails to advisors re request for client details/unit balance information.
BR	Jayden Coulston	Manager	Creditors	5/08/2019	0.1	\$ 46.00	Review and update reply email to advisor re identification details for client and providing update reports.
BR	Jayden Coulston	Manager	Creditors	8/08/2019	0.1	\$ 46.00	Review and approve reply correspondence to advisor requesting update on fund and update of email address.
BR	Jayden Coulston	Manager	Creditors	9/08/2019	0.6	\$ 276.00	Review and approve letters to 7 investors re change of details, updates on fund, transfer of units.
BR	Jayden Coulston	Manager	Creditors	16/08/2019	0.3	\$ 138.00	Review and approve correspondence to 2 x advisors for investors requesting information in relation to the fund.

BR	Jayden Coulston	Manager	Creditors	19/08/2019	0.1	\$ 46.00	Review and approve email to advisor re unit balance and request for client information.
BR	Jayden Coulston	Manager	Creditors	19/08/2019	0.1	\$ 46.00	Review and approve correspondence to investor re fund information.
BR	Jayden Coulston	Manager	Creditors	19/08/2019	0.2	\$ 92.00	Review and update email to Public Trustee re request for information and client information.
BR	Jayden Coulston	Manager	Creditors	19/08/2019	0.9	\$ 414.00	Review and update/approve letters to 5 investors including complex requests for transmission of units from superannuation funds and deceased estates to multiple beneficiaries. Request further info to assist with transfers and info provided to date.
BR	Jayden Coulston	Manager	Creditors	19/08/2019	0.2	\$ 92.00	Review and approve correspondence to advisor requesting current unit balances for multiple investors. Liaise with Jordan Devery to update response as unit balance subject to change upon calculation at 30 September 2019.
BR	Jayden Coulston	Manager	Creditors	20/08/2019	0.1	\$ 46.00	Review and approve correspondence to investor re request for information and identification of account.
BR	Jayden Coulston	Manager	Creditors	21/08/2019	0.3	\$ 138.00	Review statements for transferred units and confirm transfers took place in accordance with signed transfer forms. Review and approve correspondence to investors confirming transfer of units.
BR	Jayden Coulston	Manager	Creditors	22/08/2019	0.3	\$ 138.00	Review and approve correspondence to advisors re general fund information requests and identification of clients.
BR	Jayden Coulston	Manager	Creditors	26/08/2019	0.4	\$ 184.00	Review and approve complex transfer of units from joint holding of deceased estates. Review supporting documents.
BR	Jayden Coulston	Manager	Creditors	26/08/2019	0.2	\$ 92.00	Review and update correspondence to investors re interim distribution queries.
BR	Jayden Coulston	Manager	Creditors	26/08/2019	0.5	\$ 230.00	Review reply correspondence to 3 investors and advisors re change of details, transfer of units and further information requests.
BR	Jayden Coulston	Manager	Creditors	26/08/2019	0.1	\$ 46.00	Review and approve reply email to advisor re further details required to identify client's account.
BR	Jayden Coulston	Manager	Creditors	26/08/2019	0.1	\$ 46.00	Review and approve correspondence to advisor re unit balance request.
BR	Jayden Coulston	Manager	Creditors	27/08/2019	0.2	\$ 92.00	Review and approve correspondence to advisors re investor account identification.
BR	Jayden Coulston	Manager	Creditors	27/08/2019	0.1	\$ 46.00	Review and approve response to advisor providing identification details for client.
BR	Jayden Coulston	Manager	Creditors	27/08/2019	0.1	\$ 46.00	Review and approve response to advisor requesting details in relation to client's holdings.
BR	Jayden Coulston	Manager	Creditors	5/09/2019	0.3	\$ 138.00	Liaise with Jordan Devery re response to advisor requesting current unit balances on behalf of 98 separate investor accounts. Review reconciliation and draft corro.
BR	Jayden Coulston	Manager	Creditors	9/09/2019	0.8	\$ 368.00	Review and approve change of details forms and transfer of units (2 complex) for 6 investor accounts.
BR	Jayden Coulston	Manager	Creditors	10/09/2019	0.1	\$ 46.00	Review and approve response to advisor requesting update on fund.
BR	Jayden Coulston	Manager	Creditors	16/09/2019	0.1	\$ 46.00	Review and approve draft response to advisor re verification of client details.
BR	Jayden Coulston	Manager	Creditors	26/09/2019	0.1	\$ 46.00	Consider email from RW re phone call from party wishing to obtain information about investment in fund and unable to provide details to identify account. RW to call advisor referred to.
BR	Jayden Coulston	Manager	Creditors	27/09/2019	0.1	\$ 46.00	Review and approve email to party requesting information to provide account identification details.
BR	Jayden Coulston	Manager	Creditors	30/09/2019	0.1	\$ 46.00	Review and approve correspondence to investor requesting further details to assist with identifying account.
BR	Jayden Coulston	Manager	Creditors	9/10/2019	0.1	\$ 46.00	Review and approve correspondence to advisor requesting further details to identify client account.
BR	Jayden Coulston	Manager	Creditors	10/10/2019	0.1	\$ 46.00	Consider request from POA for investor to update details. Email Ryan Whyte requesting clarification on constitution.
BR	Jayden Coulston	Manager	Creditors	15/10/2019	0.1	\$ 46.00	Review and approve correspondence to investor re 27th update.
BR	Jayden Coulston	Manager	Creditors	17/10/2019	0.1	\$ 46.00	Review and approve draft correspondence to investor re 27th update.
BR	Jayden Coulston	Manager	Creditors	18/10/2019	0.1	\$ 46.00	Review and approve emails to investor and advisor re report to investors and bank change form.
BR	Jayden Coulston	Manager	Creditors	22/10/2019	0.1	\$ 46.00	Review correspondence from solitions in relation to deceased estate. Instructions to Jordan Devery to prepare response.
BR	Jayden Coulston	Manager	Creditors	22/10/2019	0.2	\$ 92.00	Review and approve emails to advisor and investor re change of details forms.

BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.4	\$ 72.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.1	\$ 18.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.6	\$ 108.00	Scanned 5 documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.3	\$ 54.00	Prepare 2 letters to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.4	\$ 72.00	Prepare 2 letters to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.3	\$ 54.00	Prepare 2 letters to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.4	\$ 72.00	Prepare 2 letters to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.2	\$ 36.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.2	\$ 36.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.1	\$ 18.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.4	\$ 72.00	Scanned 4 documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.5	\$ 90.00	Review of correspondence from 3 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.4	\$ 72.00	Scanned 3 documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.2	\$ 36.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	3/05/2019	0.2	\$ 36.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.2	\$ 36.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.

BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.2	\$ 36.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.2	\$ 36.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.1	\$ 18.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.1	\$ 18.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.1	\$ 18.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.2	\$ 36.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.2	\$ 36.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.2	\$ 36.00	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.2	\$ 36.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.1	\$ 18.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.3	\$ 54.00	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.3	\$ 54.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.2	\$ 36.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.1	\$ 18.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.1	\$ 18.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.

BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.3	\$ 54.00	Prepare 2 letters to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.2	\$ 36.00	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.2	\$ 36.00	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	7/05/2019	0.2	\$ 36.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	10/05/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	10/05/2019	0.2	\$ 36.00	Prepare 2 letters to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	10/05/2019	0.1	\$ 18.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	10/05/2019	0.2	\$ 36.00	Prepare 2 letters to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	10/05/2019	0.1	\$ 18.00	Prepare 2 letters to investor in relation to the timing of distributions and winding up of the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	10/05/2019	0.2	\$ 36.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	10/05/2019	0.5	\$ 90.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	10/05/2019	0.2	\$ 36.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	10/05/2019	0.2	\$ 36.00	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	10/05/2019	0.1	\$ 18.00	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	10/05/2019	0.1	\$ 18.00	Phone call from an advisor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	10/05/2019	0.2	\$ 36.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	10/05/2019	0.2	\$ 36.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	10/05/2019	0.1	\$ 18.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.

BR	Jordan Devery	Graduate Accountant	Creditors	10/05/2019	0.1	\$ 18.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	10/05/2019	0.5	\$ 90.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	13/05/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	13/05/2019	0.3	\$ 54.00	2 calls from investors in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	13/05/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	13/05/2019	0.2	\$ 36.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	13/05/2019	1.5	\$ 270.00	Review of correspondence from 5 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	13/05/2019	0.1	\$ 18.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	13/05/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.7	\$ 126.00	Review of correspondence from 3 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.4	\$ 72.00	Prepare 2 letters to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.1	\$ 18.00	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.2	\$ 36.00	Prepare a letter to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.4	\$ 72.00	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.2	\$ 36.00	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.8	\$ 144.00	Review of correspondence from 5 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.3	\$ 54.00	Prepare 2 letters to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.

BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.2	\$ 36.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.3	\$ 54.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.3	\$ 54.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.1	\$ 18.00	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.2	\$ 36.00	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.1	\$ 18.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	14/05/2019	0.2	\$ 36.00	Scanned 3 documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	17/05/2019	0.2	\$ 36.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	17/05/2019	0.9	\$ 162.00	Scanned 7 documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	17/05/2019	0.1	\$ 18.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	17/05/2019	0.5	\$ 90.00	Prepare 5 letters to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	17/05/2019	0.2	\$ 36.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	17/05/2019	0.6	\$ 108.00	Prepare 4 letters to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	17/05/2019	0.3	\$ 54.00	Prepare 2 letters to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	17/05/2019	0.2	\$ 36.00	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	17/05/2019	0.5	\$ 90.00	Prepare 2 letters to executors of estates in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	17/05/2019	0.2	\$ 36.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.

BR	Jordan Devery	Graduate Accountant	Creditors	17/05/2019	0.5	\$ 90.00	Prepare 2 letters to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	20/05/2019	0.5	\$ 90.00	Review of correspondence from 3 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	20/05/2019	0.4	\$ 72.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	20/05/2019	0.1	\$ 18.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	20/05/2019	0.2	\$ 36.00	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	20/05/2019	0.2	\$ 36.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	20/05/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	20/05/2019	0.1	\$ 18.00	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	20/05/2019	0.1	\$ 18.00	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	20/05/2019	0.2	\$ 36.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	20/05/2019	2.3	\$ 414.00	Review of correspondence from 12 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	20/05/2019	0.7	\$ 126.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	21/05/2019	0.1	\$ 18.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	21/05/2019	0.2	\$ 36.00	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	21/05/2019	1.2	\$ 216.00	Review of correspondence from 12 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	21/05/2019	0.1	\$ 18.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	21/05/2019	0.2	\$ 36.00	Searched LM records for information related to the disps payable accounts for 2013 and earlier periods. Review ledgers, converted to excel and filtered data for relevant information to commence investigation of the ageing and categories of disp transactions.

BR	Jordan Devery	Graduate Accountant	Creditors	21/05/2019	0.7	\$ 126.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	21/05/2019	0.2	\$ 36.00	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	21/05/2019	0.1	\$ 18.00	Review of unread emails sent to the Funds mailbox. Print email for letter response to be updated in the Funds database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	21/05/2019	0.4	\$ 72.00	Review of correspondence from 3 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	21/05/2019	0.4	\$ 72.00	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	21/05/2019	0.2	\$ 36.00	Review of unread emails sent to the Funds mailbox. Print email for letter response to be updated in the Funds database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	21/05/2019	0.4	\$ 72.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	21/05/2019	0.3	\$ 54.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	21/05/2019	0.2	\$ 36.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	21/05/2019	0.2	\$ 36.00	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	24/05/2019	0.1	\$ 18.00	Review of unread emails sent to the Funds mailbox. Print email for letter response to be updated in the Funds database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	24/05/2019	1.5	\$ 270.00	Scanned 11 documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	24/05/2019	0.1	\$ 18.00	Phone call from advisor in relation to the timing of distributions from the Fund. Access investor management database to review current details and advise current situation.
BR	Jordan Devery	Graduate Accountant	Creditors	24/05/2019	0.2	\$ 36.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	24/05/2019	0.2	\$ 36.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	24/05/2019	0.2	\$ 36.00	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	24/05/2019	0.2	\$ 36.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	24/05/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.

BR	Jordan Devery	Graduate Accountant	Creditors	24/05/2019	0.3	\$	54.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	27/05/2019	0.1	\$	18.00	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	27/05/2019	0.2	\$	36.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	27/05/2019	0.1	\$	18.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	27/05/2019	0.1	\$	18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	27/05/2019	0.2	\$	36.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	27/05/2019	0.3	\$	54.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	27/05/2019	0.4	\$	72.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	27/05/2019	0.4	\$	72.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	27/05/2019	0.2	\$	36.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	27/05/2019	0.2	\$	36.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	27/05/2019	0.5	\$	90.00	Prepare 2 emails to advisors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	27/05/2019	0.1	\$	18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	27/05/2019	0.4	\$	72.00	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	27/05/2019	0.3	\$	54.00	Prepare 2 emails to advisors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	27/05/2019	0.1	\$	18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.4	\$	72.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.4	\$	72.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.2	\$	36.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.3	\$	54.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.1	\$	18.00	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise.

BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.3	\$ 54.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.2	\$ 36.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.4	\$ 72.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.2	\$ 36.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.2	\$ 36.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.2	\$ 36.00	Prepare a letter to investor in relation to the classes of unit holdings in the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.4	\$ 72.00	Prepare 2 letters to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.4	\$ 72.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.1	\$ 18.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.1	\$ 18.00	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	28/05/2019	0.3	\$ 54.00	Prepare a letter to investors in relation to the timing of distributions and winding up of the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.2	\$ 36.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.1	\$ 18.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.3	\$ 54.00	Prepare 2 letters to investors in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.2	\$ 36.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.

BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.3	\$ 54.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.1	\$ 18.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.6	\$ 108.00	Review of correspondence from 2 investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.4	\$ 72.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.2	\$ 36.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.2	\$ 36.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.3	\$ 54.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.2	\$ 36.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.3	\$ 54.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investors and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.2	\$ 36.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.2	\$ 36.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.3	\$ 54.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.4	\$ 72.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.3	\$ 54.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	31/05/2019	0.1	\$ 18.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.2	\$ 36.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.3	\$ 54.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.5	\$ 90.00	Prepare 3 letters to investors confirming transfer of units for their investment with the Fund. Access investor management database to review current details.

BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.6	\$ 108.00	Review of correspondence from investors in relation to a change of trustee request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.1	\$ 18.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.3	\$ 54.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.3	\$ 54.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.3	\$ 54.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.3	\$ 54.00	Prepare 2 letters to investors in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.2	\$ 36.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.4	\$ 72.00	Prepare 3 letters to investors in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.2	\$ 36.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.2	\$ 36.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.1	\$ 18.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.1	\$ 18.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.1	\$ 18.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.1	\$ 18.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.3	\$ 54.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.4	\$ 72.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.4	\$ 72.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.

BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.3	\$	54.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.1	\$	18.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.3	\$	54.00	Prepare 2 letters to investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.1	\$	18.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.2	\$	36.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	3/06/2019	0.3	\$	54.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.2	\$	36.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.2	\$	36.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.3	\$	54.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.1	\$	18.00	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.3	\$	54.00	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.2	\$	36.00	Call from an advisor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.2	\$	36.00	Phone call from investor in response to their request to transfer units from a trust to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.2	\$	36.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.2	\$	36.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.2	\$	36.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.3	\$	54.00	Prepare letters to 3 investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.2	\$	36.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.3	\$	54.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.

BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.1	\$ 18.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.4	\$ 72.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.2	\$ 36.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.2	\$ 36.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.2	\$ 36.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.2	\$ 36.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.2	\$ 36.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.2	\$ 36.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.2	\$ 36.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.3	\$ 54.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	4/06/2019	0.2	\$ 36.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	7/06/2019	0.1	\$ 18.00	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	7/06/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	7/06/2019	1.7	\$ 306.00	Review of correspondence from investors in relation to 5 transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.

BR	Jordan Devery	Graduate Accountant	Creditors	7/06/2019	0.3	\$ 54.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	10/06/2019	2.1	\$ 378.00	Review of correspondence from investors in relation to 5 transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	10/06/2019	0.1	\$ 18.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	10/06/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	10/06/2019	0.9	\$ 162.00	Review of correspondence from investors in relation to 3 transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	10/06/2019	0.1	\$ 18.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	10/06/2019	0.5	\$ 90.00	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	10/06/2019	0.2	\$ 36.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	10/06/2019	0.3	\$ 54.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	10/06/2019	0.2	\$ 36.00	2 calls from an investors seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	10/06/2019	0.2	\$ 36.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	10/06/2019	0.3	\$ 54.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	10/06/2019	0.4	\$ 72.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	10/06/2019	0.5	\$ 90.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.3	\$ 54.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.3	\$ 54.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.2	\$ 36.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.1	\$ 18.00	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.4	\$ 72.00	Prepare letters to investors confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.4	\$ 72.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.

BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.1	\$ 18.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.2	\$ 36.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.2	\$ 36.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.5	\$ 90.00	Prepare 2 letters to investors in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.1	\$ 18.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	1.8	\$ 324.00	Prepare letters to investors in relation to 6 requests for a unit holding balance/change in details. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	1.3	\$ 234.00	Scanned 9 documents and saved to files and database, updated database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.5	\$ 90.00	Prepare 3 letters to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.2	\$ 36.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.2	\$ 36.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.4	\$ 72.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.2	\$ 36.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.1	\$ 18.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.2	\$ 36.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.3	\$ 54.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.9	\$ 162.00	Review of correspondence from 4 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	11/06/2019	0.2	\$ 36.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.

BR	Jordan Devery	Graduate Accountant	Creditors	17/06/2019	0.2	\$ 36.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.3	\$ 54.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.3	\$ 54.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.2	\$ 36.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.2	\$ 36.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.2	\$ 36.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.2	\$ 36.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.2	\$ 36.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.1	\$ 18.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.3	\$ 54.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.6	\$ 108.00	Review of correspondence from 2 investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.3	\$ 54.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.5	\$ 90.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	1.2	\$ 216.00	Review of correspondence from 4 investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.

BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.7	\$ 126.00	Review of correspondence from 3 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.2	\$ 36.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	18/06/2019	0.2	\$ 36.00	Review of correspondence from an investor in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	24/06/2019	0.2	\$ 36.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	24/06/2019	0.8	\$ 144.00	Prepare 5 letters to investors confirming transfer of units for their investment with the Fund.
BR	Jordan Devery	Graduate Accountant	Creditors	24/06/2019	0.3	\$ 54.00	Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	24/06/2019	0.4	\$ 72.00	2 calls from an investors seeking an update on the winding up of the Fund.
BR	Jordan Devery	Graduate Accountant	Creditors	24/06/2019	0.4	\$ 72.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	24/06/2019	0.2	\$ 36.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	24/06/2019	0.6	\$ 108.00	Prepare 2 letters to executors of estates in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	24/06/2019	0.4	\$ 72.00	Prepare 2 letters to investors in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	24/06/2019	0.1	\$ 18.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	24/06/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	24/06/2019	0.1	\$ 18.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	24/06/2019	0.2	\$ 36.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	24/06/2019	0.2	\$ 36.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	24/06/2019	0.2	\$ 36.00	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	24/06/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	24/06/2019	0.2	\$ 36.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	24/06/2019	0.4	\$ 72.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	25/06/2019	0.1	\$ 18.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.

BR	Jordan Devery	Graduate Accountant	Creditors	25/06/2019	0.7	\$ 126.00	Scanned 6 documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	25/06/2019	0.1	\$ 18.00	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	25/06/2019	0.2	\$ 36.00	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	25/06/2019	0.3	\$ 54.00	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	25/06/2019	0.3	\$ 54.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	25/06/2019	0.2	\$ 36.00	Scanned 3 documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	25/06/2019	0.2	\$ 36.00	Prepare 2 letters to investors in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	25/06/2019	0.3	\$ 54.00	Prepare 3 letters to investors in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	25/06/2019	0.1	\$ 18.00	Review of unread emails sent to the Funds mailbox. Print email for letter response to be updated in the Funds database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	25/06/2019	0.3	\$ 54.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	25/06/2019	0.3	\$ 54.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	25/06/2019	0.3	\$ 54.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	27/06/2019	0.2	\$ 36.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	27/06/2019	0.4	\$ 72.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.6	\$ 108.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.4	\$ 72.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.3	\$ 54.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.3	\$ 54.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.6	\$ 108.00	Review of correspondence from 2 investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.1	\$ 18.00	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.

BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.2	\$	36.00	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.2	\$	36.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.3	\$	54.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.2	\$	36.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.2	\$	36.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.1	\$	18.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.2	\$	36.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.2	\$	36.00	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.1	\$	18.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.1	\$	18.00	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.2	\$	36.00	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.2	\$	36.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.1	\$	18.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.5	\$	90.00	Prepare 2 letters to executors of estates in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.3	\$	54.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.2	\$	36.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.4	\$	72.00	Prepare 2 letters to executors of estates in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.2	\$	36.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request

BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.3	\$	54.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	28/06/2019	0.5	\$	90.00	Review of correspondence from 2 investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	1	\$	225.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.7	\$	157.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.1	\$	22.50	Review of unread emails sent to the Funds mailbox. Print email for letter response to be updated in the Funds database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.2	\$	45.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.6	\$	135.00	Prepare 4 letters to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.3	\$	67.50	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.3	\$	67.50	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.2	\$	45.00	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.2	\$	45.00	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.1	\$	22.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.1	\$	22.50	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.7	\$	157.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.2	\$	45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.3	\$	67.50	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.3	\$	67.50	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.

BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	1/07/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	2/07/2019	0.7	\$ 157.50	Review of correspondence from 5 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	2/07/2019	0.1	\$ 22.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	2/07/2019	0.2	\$ 45.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	2/07/2019	0.2	\$ 45.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	2/07/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	2/07/2019	0.3	\$ 67.50	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	2/07/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	2/07/2019	0.4	\$ 90.00	Prepare 2 letters to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	2/07/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	2/07/2019	0.2	\$ 45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	2/07/2019	0.1	\$ 22.50	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	2/07/2019	0.2	\$ 45.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	2/07/2019	0.2	\$ 45.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	2/07/2019	0.3	\$ 67.50	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	22/07/2019	0.5	\$ 112.50	Updating templates for letters sent to investors to reflect new information.
BR	Jordan Devery	Graduate Accountant	Creditors	22/07/2019	0.3	\$ 67.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	22/07/2019	0.2	\$ 45.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	22/07/2019	0.4	\$ 90.00	Prepare 2 letters to investors in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	22/07/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.

BR	Jordan Devery	Graduate Accountant	Creditors	22/07/2019	0.3	\$	67.50	Prepare 2 letters to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	22/07/2019	0.6	\$	135.00	Prepare 2 letters to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	22/07/2019	0.4	\$	90.00	Prepare letters to investors in relation to requests for a unit holding balance. Access investor management database, search for investors and print investor balances.
BR	Jordan Devery	Graduate Accountant	Creditors	22/07/2019	0.4	\$	90.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	22/07/2019	0.4	\$	22.50	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	22/07/2019	0.2	\$	45.00	Call from an investor seeking an update on the winding up of the fund
BR	Jordan Devery	Graduate Accountant	Creditors	22/07/2019	0.2	\$	45.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	22/07/2019	0.1	\$	22.50	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise
BR	Jordan Devery	Graduate Accountant	Creditors	22/07/2019	0.1	\$	22.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	22/07/2019	0.9	\$	202.50	Prepare letter to 4 investors confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.3	\$	67.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Funds database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.1	\$	22.50	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.1	\$	22.50	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.3	\$	67.50	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.3	\$	67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.3	\$	67.50	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.2	\$	45.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.3	\$	67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.1	\$	22.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.2	\$	45.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Funds database. Review and update investor correspondence register accordingly.

BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.6	\$ 135.00	Review of correspondence from 2 investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.1	\$ 22.50	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.1	\$ 22.50	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	23/07/2019	0.6	\$ 135.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	26/07/2019	0.2	\$ 45.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	26/07/2019	0.5	\$ 112.50	Review of correspondence from investors in relation to 2 transfers of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	26/07/2019	0.7	\$ 157.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	26/07/2019	0.4	\$ 90.00	Review of correspondence from investors in relation to 2 transfers of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	26/07/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	26/07/2019	0.3	\$ 67.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	26/07/2019	0.1	\$ 22.50	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	26/07/2019	0.1	\$ 22.50	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	26/07/2019	0.4	\$ 90.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	26/07/2019	0.3	\$ 67.50	Prepare 4 letters to investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	26/07/2019	0.1	\$ 22.50	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	26/07/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	1.4	\$ 315.00	Review of correspondence from 7 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.7	\$ 157.50	Review of correspondence from 3 investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.

BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.3	\$	67.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.2	\$	45.00	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.2	\$	45.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.2	\$	45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.5	\$	112.50	Prepare 3 letters to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.5	\$	112.50	Prepare 3 letters to executors of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.4	\$	90.00	Prepare 4 letters to investors confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.1	\$	22.50	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.2	\$	45.00	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.3	\$	67.50	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.1	\$	22.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.1	\$	22.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.4	\$	90.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.4	\$	90.00	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.4	\$	90.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.1	\$	22.50	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	29/07/2019	0.1	\$	22.50	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise.

BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.2	\$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.8	\$	180.00	Review of correspondence from 3 investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.2	\$	45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.1	\$	22.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.6	\$	135.00	Review of correspondence from 2 investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.2	\$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.5	\$	112.50	Prepare 2 letters to advisors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.5	\$	112.50	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.3	\$	67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.2	\$	45.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.3	\$	67.50	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.1	\$	22.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.8	\$	180.00	Prepare 5 letters to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.3	\$	67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.2	\$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.

BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.2	\$	45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	30/07/2019	0.2	\$	45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	31/07/2019	0.2	\$	45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	31/07/2019	0.1	\$	22.50	Review of unread emails sent to the Funds mailbox. Print email for letter response to be updated in the Funds database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	31/07/2019	0.2	\$	45.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	31/07/2019	0.1	\$	22.50	Review of unread emails sent to the Funds mailbox. Print email for letter response to be updated in the Funds database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	31/07/2019	0.2	\$	45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	31/07/2019	0.1	\$	22.50	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	31/07/2019	0.2	\$	45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	31/07/2019	0.3	\$	67.50	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	31/07/2019	0.3	\$	67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	31/07/2019	0.1	\$	22.50	Review of unread emails sent to the Funds mailbox. Print email for letter response to be updated in the Funds database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.5	\$	112.50	Review of correspondence 3 from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.2	\$	45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.2	\$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.2	\$	45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.4	\$	90.00	Prepare 2 letters to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.2	\$	45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.1	\$	22.50	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.

BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.3	\$	67.50	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.1	\$	22.50	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.2	\$	45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.1	\$	22.50	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.2	\$	45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.3	\$	67.50	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.4	\$	90.00	Review of correspondence from 2 investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.2	\$	45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.1	\$	22.50	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.3	\$	67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.2	\$	45.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	1/08/2019	0.2	\$	45.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.1	\$	22.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.2	\$	45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.1	\$	22.50	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.

BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.2	\$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.5	\$	112.50	Review of correspondence from 4 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.2	\$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.2	\$	45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.2	\$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.2	\$	45.00	Phone call from investor seeking to update the details for their investment with the Fund. receive an updated unit holding balance and update on the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.3	\$	67.50	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.3	\$	67.50	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.4	\$	90.00	Prepare 2 letters to investor/advisors on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.1	\$	22.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.2	\$	45.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.2	\$	45.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.2	\$	45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.5	\$	112.50	Review of correspondence from 3 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	0.2	\$	45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	2/08/2019	1.9	\$	427.50	Review of correspondence from advisor in relation to removing clients no longer serviced. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy. Remove 80 investors from advisor account.
BR	Jordan Devery	Graduate Accountant	Creditors	5/08/2019	0.2	\$	45.00	Review of unread emails sent to the Funds mailbox. Print email for letter response to be updated in the Funds database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	5/08/2019	0.1	\$	22.50	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.

BR	Jordan Devery	Graduate Accountant	Creditors	5/08/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	5/08/2019	0.2	\$ 45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	5/08/2019	0.1	\$ 22.50	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	5/08/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	5/08/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	5/08/2019	0.3	\$ 67.50	Prepare 2 letters to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	5/08/2019	0.2	\$ 45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	5/08/2019	0.1	\$ 22.50	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	5/08/2019	0.1	\$ 22.50	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	5/08/2019	0.3	\$ 67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	5/08/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	6/08/2019	0.8	\$ 180.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	6/08/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	6/08/2019	0.6	\$ 135.00	Prepare 3 letters to investors confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	6/08/2019	0.5	\$ 112.50	Prepare 2 letters to investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	6/08/2019	0.2	\$ 45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	6/08/2019	0.3	\$ 67.50	Prepare 2 letters to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	6/08/2019	0.2	\$ 45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.

BR	Jordan Devery	Graduate Accountant	Creditors	6/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	6/08/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	6/08/2019	0.2	\$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	6/08/2019	0.2	\$	45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	6/08/2019	0.2	\$	45.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	6/08/2019	0.2	\$	45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	6/08/2019	0.3	\$	67.50	Prepare a letter to advisor in relation to the recent remuneration application to Court. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	6/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	6/08/2019	0.2	\$	45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	6/08/2019	0.4	\$	90.00	Prepare letter to 2 investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	0.2	\$	45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	0.2	\$	45.00	Meeting an investor in reception to discuss winding up of the Fund and interim distribution.
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	1.8	\$	405.00	Explain change of details procedure and get investor to update address.
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	1.8	\$	405.00	Prepare a letter to 8 investors in relation to a request for a unit holding balance/change in details. Access investor management database, search for investor and print investor details
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	0.1	\$	22.50	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	0.1	\$	22.50	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	0.3	\$	67.50	Prepare 2 letters to investors in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.

BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	0.2 \$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	0.3 \$	67.50	Prepare 2 letters to investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	0.2 \$	45.00	Prepare 2 letters to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	0.2 \$	45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	0.1 \$	22.50	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	0.1 \$	22.50	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	0.2 \$	45.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	0.1 \$	22.50	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	7/08/2019	0.2 \$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	8/08/2019	0.1 \$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	8/08/2019	0.2 \$	45.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	8/08/2019	0.3 \$	67.50	Prepare letters to 2 executors of estates in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	8/08/2019	0.2 \$	45.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	8/08/2019	0.2 \$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	8/08/2019	0.2 \$	45.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	8/08/2019	0.1 \$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	8/08/2019	0.2 \$	45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	8/08/2019	0.3 \$	67.50	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	8/08/2019	0.3 \$	67.50	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	9/08/2019	0.4 \$	90.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	9/08/2019	0.1 \$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.

BR	Jordan Devery	Graduate Accountant	Creditors	9/08/2019	1.7	\$ 382.50	Scanned documents and saved to files and database, updated database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	9/08/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	9/08/2019	0.3	\$ 67.50	Prepare 2 letters to investors on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	9/08/2019	0.1	\$ 22.50	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	9/08/2019	0.1	\$ 22.50	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	9/08/2019	0.5	\$ 112.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	9/08/2019	0.3	\$ 67.50	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	9/08/2019	0.3	\$ 67.50	Prepare 2 letters to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	9/08/2019	0.4	\$ 90.00	Prepare 2 letters to executors of estates in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	12/08/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	12/08/2019	0.5	\$ 112.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	12/08/2019	0.2	\$ 45.00	Prepare 2 letters to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	12/08/2019	0.2	\$ 45.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	12/08/2019	0.2	\$ 45.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	12/08/2019	0.3	\$ 67.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	12/08/2019	0.7	\$ 157.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	12/08/2019	0.1	\$ 22.50	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	12/08/2019	0.5	\$ 112.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	12/08/2019	0.4	\$ 90.00	Prepare 2 letters to investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	12/08/2019	0.8	\$ 180.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.

BR	Jordan Devery	Graduate Accountant	Creditors	12/08/2019	0.2	\$	45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	12/08/2019	0.5	\$	112.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.9	\$	202.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.1	\$	22.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.1	\$	22.50	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.6	\$	135.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.1	\$	22.50	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.1	\$	22.50	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.3	\$	67.50	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.3	\$	67.50	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.3	\$	67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.1	\$	22.50	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.1	\$	22.50	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.2	\$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.3	\$	67.50	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.2	\$	45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.3	\$	67.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.1	\$	22.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.1	\$	22.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.

BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.2	\$	45.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	13/08/2019	0.1	\$	22.50	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	15/08/2019	0.1	\$	22.50	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	15/08/2019	0.7	\$	157.50	Review of correspondence from 3 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	15/08/2019	0.3	\$	67.50	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	15/08/2019	0.1	\$	22.50	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	15/08/2019	0.1	\$	22.50	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	15/08/2019	0.4	\$	90.00	Review of correspondence from 3 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	15/08/2019	0.3	\$	67.50	Review of correspondence from 3 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	15/08/2019	1.3	\$	292.50	Review of correspondence from 7 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	15/08/2019	0.2	\$	45.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	15/08/2019	0.2	\$	45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	15/08/2019	0.2	\$	45.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	15/08/2019	0.4	\$	90.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	15/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	15/08/2019	0.8	\$	180.00	Review of correspondence from 2 investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	15/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	16/08/2019	1.8	\$	405.00	Review of correspondence from 5 investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.

BR	Jordan Devery	Graduate Accountant	Creditors	16/08/2019	0.2	\$	45.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	16/08/2019	0.5	\$	112.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	16/08/2019	0.2	\$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	16/08/2019	0.2	\$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	16/08/2019	0.1	\$	22.50	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	16/08/2019	0.5	\$	112.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	16/08/2019	0.2	\$	45.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	16/08/2019	0.2	\$	45.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	16/08/2019	0.2	\$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	16/08/2019	0.2	\$	45.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.3	\$	67.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.6	\$	135.00	Prepare a letter to 3 investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.2	\$	45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.3	\$	67.50	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.1	\$	22.50	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.1	\$	22.50	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.3	\$	67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.

BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.3	\$ 67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.2	\$ 45.00	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.2	\$ 45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.4	\$ 90.00	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.5	\$ 112.50	Prepare 2 letters to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.2	\$ 45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.3	\$ 67.50	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.4	\$ 90.00	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.2	\$ 45.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	19/08/2019	0.4	\$ 90.00	Prepare 2 letters to investors on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	20/08/2019	0.2	\$ 45.00	2 phone calls from investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	20/08/2019	0.3	\$ 67.50	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	20/08/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	20/08/2019	0.3	\$ 67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	20/08/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	20/08/2019	0.5	\$ 112.50	Prepare 2 letters to investors in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	20/08/2019	0.2	\$ 45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.

BR	Jordan Dewery	Graduate Accountant	Creditors	20/08/2019	0.2	\$ 45.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Dewery	Graduate Accountant	Creditors	20/08/2019	0.2	\$ 45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Dewery	Graduate Accountant	Creditors	20/08/2019	0.3	\$ 67.50	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Dewery	Graduate Accountant	Creditors	20/08/2019	0.2	\$ 45.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Dewery	Graduate Accountant	Creditors	20/08/2019	0.8	\$ 180.00	Prepare 3 letters to investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Dewery	Graduate Accountant	Creditors	20/08/2019	0.7	\$ 157.50	Prepare 4 letters to investors on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Dewery	Graduate Accountant	Creditors	20/08/2019	0.7	\$ 157.50	Prepare 4 letters to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Dewery	Graduate Accountant	Creditors	21/08/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Dewery	Graduate Accountant	Creditors	21/08/2019	0.3	\$ 67.50	Prepare 2 letters to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Dewery	Graduate Accountant	Creditors	21/08/2019	0.3	\$ 67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Dewery	Graduate Accountant	Creditors	21/08/2019	0.2	\$ 45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Dewery	Graduate Accountant	Creditors	21/08/2019	0.1	\$ 22.50	Phone call from investor in regard to a request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Dewery	Graduate Accountant	Creditors	21/08/2019	0.3	\$ 67.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Dewery	Graduate Accountant	Creditors	21/08/2019	1	\$ 225.00	Review of correspondence from 6 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Dewery	Graduate Accountant	Creditors	21/08/2019	0.1	\$ 22.50	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Dewery	Graduate Accountant	Creditors	21/08/2019	0.1	\$ 22.50	Phone call from investor in response to a confirmation of their request to change details. Access investor management database to review current investor details and advise.
BR	Jordan Dewery	Graduate Accountant	Creditors	21/08/2019	1.7	\$ 382.50	Review of correspondence from 8 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Dewery	Graduate Accountant	Creditors	21/08/2019	0.7	\$ 157.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Dewery	Graduate Accountant	Creditors	22/08/2019	0.1	\$ 22.50	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Dewery	Graduate Accountant	Creditors	22/08/2019	0.1	\$ 22.50	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.

BR	Jordan Devery	Graduate Accountant	Creditors	22/08/2019	2.1	\$ 472.50	Review of correspondence from 10 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	22/08/2019	0.1	\$ 22.50	Review of volentariis from Investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	22/08/2019	0.2	\$ 45.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	22/08/2019	0.5	\$ 112.50	Review of correspondence from 3 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	22/08/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Funds database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	22/08/2019	0.2	\$ 45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	22/08/2019	0.5	\$ 112.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	22/08/2019	0.2	\$ 45.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	22/08/2019	0.3	\$ 67.50	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	22/08/2019	0.4	\$ 90.00	Prepare letter to 2 investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	22/08/2019	0.8	\$ 180.00	Prepare a letter to 3 investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	22/08/2019	0.2	\$ 45.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	23/08/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Funds database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	23/08/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	23/08/2019	0.2	\$ 45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	23/08/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	23/08/2019	0.2	\$ 45.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	23/08/2019	0.2	\$ 45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	23/08/2019	0.2	\$ 45.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	23/08/2019	0.3	\$ 67.50	Prepare letter to 2 investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.

BR	Jordan Devery	Graduate Accountant	Creditors	23/08/2019	0.2	\$	45.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	23/08/2019	0.3	\$	67.50	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	23/08/2019	0.2	\$	45.00	Prepare letter to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	23/08/2019	0.2	\$	45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	23/08/2019	0.2	\$	45.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	23/08/2019	0.3	\$	67.50	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	23/08/2019	0.6	\$	135.00	Review of correspondence from 3 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	26/08/2019	0.2	\$	45.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	26/08/2019	0.1	\$	22.50	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	26/08/2019	0.2	\$	45.00	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	26/08/2019	0.2	\$	45.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	26/08/2019	0.3	\$	67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	26/08/2019	0.3	\$	67.50	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	26/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	26/08/2019	0.6	\$	135.00	Prepare 4 letters to investors confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	26/08/2019	0.2	\$	45.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	26/08/2019	0.7	\$	157.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	26/08/2019	0.3	\$	67.50	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	26/08/2019	0.9	\$	202.50	Review of correspondence from 5 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.

BR	Jordan Devery	Graduate Accountant	Creditors	26/08/2019	0.3	\$	67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	26/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	26/08/2019	0.3	\$	67.50	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	26/08/2019	0.5	\$	112.50	Prepare 2 letters to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	27/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	27/08/2019	0.2	\$	45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	27/08/2019	0.2	\$	45.00	Prepare a letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	27/08/2019	0.3	\$	67.50	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	27/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	27/08/2019	0.6	\$	135.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	27/08/2019	0.5	\$	112.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	27/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	27/08/2019	0.3	\$	67.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	1.8	\$	405.00	Review of correspondence from 9 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	0.3	\$	67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	0.3	\$	67.50	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	0.2	\$	45.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	0.7	\$	157.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	0.3	\$	67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.

BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	0.2	\$ 45.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	0.2	\$ 45.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	0.4	\$ 90.00	Prepare 2 letters to investors on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	0.2	\$ 45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	0.3	\$ 67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	0.3	\$ 67.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	28/08/2019	0.3	\$ 67.50	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	29/08/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	29/08/2019	0.2	\$ 45.00	Call from an investor in relation to a request for 4 clients updated unit holdings balance. Review investors on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	29/08/2019	1	\$ 225.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	29/08/2019	0.4	\$ 90.00	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	29/08/2019	0.4	\$ 90.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	29/08/2019	0.4	\$ 90.00	Prepare 2 letters to investors confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	29/08/2019	0.4	\$ 90.00	Prepare 2 letters to investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	29/08/2019	0.2	\$ 45.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	29/08/2019	0.2	\$ 45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.

BR	Jordan Devery	Graduate Accountant	Creditors	29/08/2019	0.4	\$ 90.00	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	29/08/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	29/08/2019	0.3	\$ 67.50	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	29/08/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	29/08/2019	0.3	\$ 67.50	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	29/08/2019	1	\$ 225.00	Prepare 4 letters to investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	29/08/2019	1.3	\$ 292.50	Reviewed returned mail and record investor details in returned mail register. Prepare letter to request new address details.
BR	Jordan Devery	Graduate Accountant	Creditors	30/08/2019	0.2	\$ 45.00	Phone call from financial advisor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	30/08/2019	0.2	\$ 45.00	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	30/08/2019	0.1	\$ 22.50	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	30/08/2019	1.5	\$ 337.50	Reviewed returned mail and record investor details in returned mail register. Prepare letter to request new address details.
BR	Jordan Devery	Graduate Accountant	Creditors	30/08/2019	0.4	\$ 90.00	Reviewed returned mail and record investor details in returned mail register. Prepare letter to request new address details.
BR	Jordan Devery	Graduate Accountant	Creditors	30/08/2019	0.9	\$ 202.50	Reviewed returned mail and record investor details in returned mail register. Prepare letter to request new address details.
BR	Jordan Devery	Graduate Accountant	Creditors	30/08/2019	0.7	\$ 157.50	Reviewed returned mail and record investor details in returned mail register. Prepare letter to request new address details.
BR	Jordan Devery	Graduate Accountant	Creditors	30/08/2019	0.6	\$ 135.00	Reviewed returned mail and record investor details in returned mail register. Prepare letter to request new address details.
BR	Jordan Devery	Graduate Accountant	Creditors	30/08/2019	0.6	\$ 135.00	Review of correspondence from 5 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	30/08/2019	0.3	\$ 67.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	30/08/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Funds database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.

BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.2	\$ 45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.2	\$ 45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.2	\$ 45.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	1.6	\$ 360.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.2	\$ 45.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.6	\$ 135.00	Review of correspondence from 2 executors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.3	\$ 67.50	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.3	\$ 67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.3	\$ 67.50	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.3	\$ 67.50	Phone call from investor in relation to the timing of distributions and winding up of the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.1	\$ 22.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.6	\$ 135.00	Reviewed returned emails and record investor details in returned mail register. Prepare letter to postal address to request new details.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.3	\$ 67.50	Reviewed returned emails and record investor details in returned mail register. Prepare letter to postal address to request new details.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	1.3	\$ 292.50	Reviewed returned emails and record investor details in returned mail register. Prepare letter to postal address to request new details.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	2/09/2019	0.2	\$ 45.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.5	\$ 112.50	Scanned 6 documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.4	\$ 90.00	Reviewed returned mail and record investor details in returned mail register. Prepare 3 letters to request new address details.

BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.51 \$	112.50	Review of correspondence from 2 investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.4 \$	90.00	Prepare letters to 2 investors confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.2 \$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.7 \$	157.50	Review of correspondence from 4 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.8 \$	180.00	Prepare 7 letters to an advisor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.4 \$	90.00	Prepare a letter to investor in relation to a request for a unit holding balance for three separate accounts. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.1 \$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.2 \$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.2 \$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.6 \$	135.00	Reviewed returned mail and record investor details in returned mail register. Prepare 4 letters to request new address details.
BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.1 \$	22.50	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.4 \$	90.00	Prepare 2 letters to investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.1 \$	22.50	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.2 \$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	3/09/2019	0.2 \$	45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	5/09/2019	0.1 \$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	5/09/2019	0.2 \$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	5/09/2019	0.2 \$	45.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	5/09/2019	0.2 \$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	5/09/2019	1.2 \$	270.00	Scanned 15 documents and saved to files and database. sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	5/09/2019	0.2 \$	45.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.

BR	Jordan Devery	Graduate Accountant	Creditors	5/09/2019	0.5	\$	112.50	Review of correspondence from 3 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	5/09/2019	0.4	\$	90.00	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	5/09/2019	0.2	\$	45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	5/09/2019	0.2	\$	45.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	5/09/2019	0.2	\$	45.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	5/09/2019	0.5	\$	112.50	Prepare 2 letters to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	5/09/2019	0.3	\$	67.50	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	5/09/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a transfer of units or deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	5/09/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	5/09/2019	1	\$	225.00	Prepare 5 letters to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	5/09/2019	0.4	\$	90.00	Prepare 2 letters to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.2	\$	45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.5	\$	112.50	Review of correspondence from 3 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.1	\$	22.50	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.1	\$	22.50	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.2	\$	45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.3	\$	67.50	Scanned 4 documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.5	\$	112.50	Review of correspondence from 2 investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.3	\$	67.50	Scanned 3 documents and saved to files and database, sent off documents to required investor via email or post.

BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.4	\$	90.00	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.1	\$	22.50	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.8	\$	180.00	Review of correspondence from 4 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.3	\$	67.50	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.4	\$	90.00	Prepare 2 letters to investors in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.2	\$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.2	\$	45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.3	\$	67.50	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	6/09/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	9/09/2019	0.9	\$	202.50	Prepare 4 letters to investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	9/09/2019	0.2	\$	45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	9/09/2019	0.3	\$	67.50	Scanned 4 documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	9/09/2019	0.1	\$	22.50	Phone call from investor in relation to the timing of distributions from the Fund.
BR	Jordan Devery	Graduate Accountant	Creditors	9/09/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	9/09/2019	0.7	\$	157.50	Scanned 10 documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	9/09/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.

BR	Jordan Devery	Graduate Accountant	Creditors	9/09/2019	0.1	\$ 22.50	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	9/09/2019	0.2	\$ 45.00	Phone call from investor in relation to the timing of distributions from the Fund.
BR	Jordan Devery	Graduate Accountant	Creditors	9/09/2019	0.5	\$ 112.50	Review of correspondence from 2 investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	10/09/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	10/09/2019	0.3	\$ 67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	10/09/2019	0.1	\$ 22.50	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	10/09/2019	0.2	\$ 45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	10/09/2019	0.1	\$ 22.50	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	10/09/2019	0.1	\$ 22.50	Phone call from investor in response to a confirmation of their request to transfer units. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	10/09/2019	0.1	\$ 22.50	Prepare email to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	10/09/2019	0.3	\$ 67.50	Call from an investor in relation to a request for an updated unit holdings balance and to the timing of distributions from the Fund. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	10/09/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	10/09/2019	0.3	\$ 67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	10/09/2019	0.3	\$ 67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	10/09/2019	0.3	\$ 67.50	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	10/09/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	10/09/2019	0.3	\$ 67.50	Prepare 2 letters to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	10/09/2019	0.2	\$ 45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	10/09/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	11/09/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.

BR	Jordan Devery	Graduate Accountant	Creditors	11/09/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	11/09/2019	0.5	\$	112.50	Prepare 2 letters to investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	11/09/2019	0.4	\$	90.00	Prepare 2 letters to investors in relation to the timing of distributions and winding up of the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	11/09/2019	0.7	\$	157.50	Reviewed 80 returned emails and record investor details in returned mail register. Prepare letter to request new address details where possible.
BR	Jordan Devery	Graduate Accountant	Creditors	11/09/2019	0.4	\$	90.00	Reviewed 50 returned emails and record investor details in returned mail register. Prepare letter to request new address details where possible.
BR	Jordan Devery	Graduate Accountant	Creditors	11/09/2019	0.3	\$	67.50	Reviewed 40 returned emails and record investor details in returned mail register. Prepare letter to request new address details where possible.
BR	Jordan Devery	Graduate Accountant	Creditors	11/09/2019	2.4	\$	540.00	Reviewed 250 returned emails and record investor details in returned mail register. Prepare letter to request new address details where possible.
BR	Jordan Devery	Graduate Accountant	Creditors	11/09/2019	0.8	\$	180.00	Reviewed 100 returned emails and record investor details in returned mail register. Prepare letter to request new address details where possible.
BR	Jordan Devery	Graduate Accountant	Creditors	12/09/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	13/09/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	13/09/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	13/09/2019	0.2	\$	45.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	13/09/2019	0.2	\$	45.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	13/09/2019	0.5	\$	112.50	Prepare 2 letters to investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	13/09/2019	0.2	\$	45.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	13/09/2019	0.2	\$	45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	13/09/2019	0.2	\$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	13/09/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	13/09/2019	0.2	\$	45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	13/09/2019	0.2	\$	45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.

BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.2	\$ 45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.1	\$ 22.50	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.4	\$ 90.00	Prepare 2 letters to advisors in response to request to transfer units from a between two trusts. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.5	\$ 112.50	Review of correspondence 2 from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.2	\$ 45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.4	\$ 90.00	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.1	\$ 22.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.4	\$ 90.00	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.2	\$ 45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.4	\$ 90.00	Prepare 2 letters to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.3	\$ 67.50	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.1	\$ 22.50	Calls from investors /advisors Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.

BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.3	\$ 67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.2	\$ 45.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.5	\$ 112.50	Review of correspondence from 3 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.4	\$ 90.00	Prepare 2 letters to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	16/09/2019	0.3	\$ 67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	17/09/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	17/09/2019	0.2	\$ 45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	17/09/2019	0.4	\$ 90.00	Scanned 5 documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	17/09/2019	0.2	\$ 45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	17/09/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	17/09/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	17/09/2019	0.2	\$ 45.00	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	17/09/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	17/09/2019	0.1	\$ 22.50	Scanned documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	17/09/2019	1	\$ 225.00	Reviewed 40 returned emails and record investor details in returned mail register. Prepare letter to request new address details.
BR	Jordan Devery	Graduate Accountant	Creditors	17/09/2019	0.8	\$ 180.00	Reviewed 30 returned emails and record investor details in returned mail register. Prepare letter to request new address details.

BR	Jordan Devery	Graduate Accountant	Creditors	18/09/2019	0.1	\$	22.50	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	18/09/2019	0.2	\$	45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	18/09/2019	0.3	\$	67.50	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	18/09/2019	0.4	\$	90.00	Prepare 2 letters to investors seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	18/09/2019	0.5	\$	112.50	Prepare 2 letters to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	18/09/2019	0.1	\$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	18/09/2019	1.5	\$	337.50	Reviewed 20 returned emails and record investor details in returned mail register. Prepare 5 letters to request new address details.
BR	Jordan Devery	Graduate Accountant	Creditors	18/09/2019	4	\$	900.00	Reviewed returned emails and record investor details in returned mail register. Prepare 20 letters to request new address details.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.1	\$	22.50	Phone call from investor in relation to the timing of distributions from the Fund.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.1	\$	22.50	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.2	\$	45.00	Phone call from investor seeking an update on the Fund and to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.2	\$	45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.2	\$	45.00	Prepare letter to investor confirming transfer of units for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.2	\$	45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.2	\$	45.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.2	\$	45.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.2	\$	45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.4	\$	90.00	Reviewed returned emails and record investor details in returned mail register. Prepare letters to request new address details.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.2	\$	45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.3	\$	67.50	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.

BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.7	\$ 157.50	Review of correspondence from 4 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	2.2	\$ 495.00	Scanned 20 documents and saved to files and database. updated database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.2	\$ 45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.2	\$ 45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.2	\$ 45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.1	\$ 22.50	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.1	\$ 22.50	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	19/09/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	20/09/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	23/09/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	23/09/2019	0.2	\$ 45.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	25/09/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	25/09/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	26/09/2019	0.1	\$ 22.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.2	\$ 45.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.5	\$ 112.50	Prepare 2 letters to investors in relation to request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.2	\$ 45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.2	\$ 45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.

BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.2	\$ 45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.2	\$ 45.00	Reviewed returned mail and record investor details in returned mail register. Prepare letter to request new address details.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.4	\$ 90.00	Prepare a letter to an advisor in relation to a request for 4 unit holding balances. Access investor management database, search for each investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.2	\$ 45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.1	\$ 22.50	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.4	\$ 90.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.2	\$ 45.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.3	\$ 67.50	Review of correspondence from investors in relation to a transfer of units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.9	\$ 202.50	Prepare 4 letters to investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.1	\$ 22.50	Review of correspondence from investors in relation to a transfer of units request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.2	\$ 45.00	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.4	\$ 90.00	Review of correspondence from 2 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	30/09/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	1/10/2019	0.1	\$ 22.50	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	1/10/2019	0.1	\$ 22.50	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	1/10/2019	0.1	\$ 22.50	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.

BR	Jordan Devery	Graduate Accountant	Creditors	1/10/2019	0.1 \$	22.50	Call from an investor in relation to a request for an update on the timing of the distributions.
BR	Jordan Devery	Graduate Accountant	Creditors	1/10/2019	0.1 \$	22.50	Call from an investor in relation to a request for an update on the timing of the distributions.
BR	Jordan Devery	Graduate Accountant	Creditors	1/10/2019	0.1 \$	22.50	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	1/10/2019	0.1 \$	22.50	Phone call from investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	2/10/2019	0.1 \$	22.50	Personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	2/10/2019	0.2 \$	45.00	Prepare letter to investor in response to their request to transfer units from a Super Fund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	2/10/2019	0.2 \$	45.00	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	2/10/2019	0.1 \$	22.50	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	2/10/2019	0.3 \$	67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	2/10/2019	0.2 \$	45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	2/10/2019	0.5 \$	112.50	Prepare a letter to an advisor in relation to a request for 4 client's unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	2/10/2019	0.4 \$	90.00	Prepare 2 letters to investors in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	3/10/2019	0.2 \$	45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	3/10/2019	1.4 \$	315.00	Scanned 15 documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	3/10/2019	0.5 \$	112.50	Reviewed returned mail and record investor details in returned mail register. Prepare letter to request new address details.
BR	Jordan Devery	Graduate Accountant	Creditors	3/10/2019	0.2 \$	45.00	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	3/10/2019	0.1 \$	22.50	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	3/10/2019	0.1 \$	22.50	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	4/10/2019	0.1 \$	22.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	4/10/2019	0.3 \$	67.50	Review of correspondence from investors in relation to a transfer of units of deceased estate request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	4/10/2019	1.6 \$	360.00	Review of correspondence from 8 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Fund's policy.
BR	Jordan Devery	Graduate Accountant	Creditors	4/10/2019	0.2 \$	45.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Funds database. Review and update investor correspondence register accordingly.

BR	Jordan Devery	Graduate Accountant	Creditors	4/10/2019	0.1	\$ 22.50	Review of voicemails from Investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	4/10/2019	0.2	\$ 45.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	4/10/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	4/10/2019	0.1	\$ 22.50	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	8/10/2019	0.1	\$ 22.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	8/10/2019	0.1	\$ 22.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	8/10/2019	0.1	\$ 22.50	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	8/10/2019	0.1	\$ 22.50	Review of voicemails from Investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	8/10/2019	0.1	\$ 22.50	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	8/10/2019	0.1	\$ 22.50	Review of voicemails from Investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	8/10/2019	0.1	\$ 22.50	Phone call from investor in response to their request to transfer units from a superfund to their personal name. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	8/10/2019	0.1	\$ 22.50	Phone call from investor in relation to the timing of distributions from the Fund.
BR	Jordan Devery	Graduate Accountant	Creditors	8/10/2019	0.1	\$ 22.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	8/10/2019	0.5	\$ 112.50	Scanned 4 documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	8/10/2019	0.3	\$ 67.50	Scanned 4 documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	8/10/2019	0.2	\$ 45.00	Prepare a letter to investor in relation to the timing of distributions from the Fund. Access investor management database to review current details and draft letter for their request.
BR	Jordan Devery	Graduate Accountant	Creditors	8/10/2019	0.2	\$ 45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	8/10/2019	0.4	\$ 90.00	Scanned 3 documents and saved to files and database, sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	8/10/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	8/10/2019	0.2	\$ 45.00	Prepare letter to investor confirming update of details for their investment with the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	8/10/2019	0.8	\$ 180.00	Prepare a letter to 4 investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.

BR	Jordan Devery	Graduate Accountant	Creditors	9/10/2019	0.1	\$ 22.50	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	9/10/2019	0.1	\$ 22.50	Phone call from investor in relation to the timing of distributions from the Fund.
BR	Jordan Devery	Graduate Accountant	Creditors	9/10/2019	0.1	\$ 22.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	9/10/2019	0.2	\$ 45.00	prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	9/10/2019	0.1	\$ 22.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	9/10/2019	0.2	\$ 45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	9/10/2019	0.2	\$ 45.00	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	9/10/2019	0.3	\$ 67.50	Prepare a letter to investor in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	9/10/2019	0.1	\$ 22.50	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	9/10/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	9/10/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	9/10/2019	0.2	\$ 45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	9/10/2019	0.9	\$ 202.50	Prepare a letter to 5 investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	9/10/2019	0.2	\$ 45.00	Prepare letter to investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	9/10/2019	0.2	\$ 45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	9/10/2019	0.1	\$ 22.50	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	10/10/2019	0.1	\$ 22.50	Review of voicemails from investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	10/10/2019	0.1	\$ 22.50	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	10/10/2019	0.1	\$ 22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.

BR	Jordan Devery	Graduate Accountant	Creditors	10/10/2019	0.1 \$	22.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	10/10/2019	0.2 \$	45.00	Review of correspondence from investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.
BR	Jordan Devery	Graduate Accountant	Creditors	11/10/2019	0.8 \$	180.00	Scanned 13 documents and saved to files and database. sent off documents to required investor via email or post.
BR	Jordan Devery	Graduate Accountant	Creditors	11/10/2019	0.2 \$	45.00	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	11/10/2019	0.1 \$	22.50	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	11/10/2019	0.1 \$	22.50	Prepare letter to investor on update of the winding up of the Fund. Access investor management database to review current details.
BR	Jordan Devery	Graduate Accountant	Creditors	11/10/2019	0.2 \$	45.00	Call from an investor in relation to a request for an updated unit holdings balance. Review investor on the investor management database and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	11/10/2019	0.2 \$	45.00	Prepare letter to executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	11/10/2019	1.2 \$	270.00	Prepare a letter to 6 investors in relation to a request for a unit holding balance. change in details. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	11/10/2019	0.1 \$	22.50	Review of voicemails from Investors. Access investor management database to confirm details & prepare requested information to call back. Call investor back regarding their query.
BR	Jordan Devery	Graduate Accountant	Creditors	11/10/2019	0.3 \$	67.50	Call from 2 investors seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	11/10/2019	0.2 \$	45.00	Phone call from executor of estate in response to their request to transfer units from a deceased estate to the beneficiaries of the estate. Access investor management database to review current investor details and advise.
BR	Jordan Devery	Graduate Accountant	Creditors	11/10/2019	0.2 \$	45.00	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	11/10/2019	0.7 \$	157.50	Prepare 3 letters to investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	11/10/2019	0.2 \$	45.00	Phone call from investor seeking to update the details for their investment with the Fund. Access investor management database to review current details and advise process to update.
BR	Jordan Devery	Graduate Accountant	Creditors	11/10/2019	0.1 \$	22.50	Call from an investor seeking an update on the winding up of the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	11/10/2019	0.5 \$	112.50	Prepare a letter to 2 investors in relation to a request for a unit holding balance. Access investor management database, search for investor and print investor balance.
BR	Jordan Devery	Graduate Accountant	Creditors	11/10/2019	0.1 \$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	14/10/2019	0.1 \$	22.50	Review of unread emails sent to the Fund's mailbox. Print email for letter response to be updated in the Fund's database. Review and update investor correspondence register accordingly.
BR	Jordan Devery	Graduate Accountant	Creditors	14/10/2019	0.1 \$	22.50	Call from an investor seeking an update on the timing of the distribution from the fund.
BR	Jordan Devery	Graduate Accountant	Creditors	14/10/2019	0.6 \$	135.00	Review of correspondence from 3 investors in relation to a change of details request. Prepare internal control forms to verify sufficient documentation provided to process request as per the Funds policy.